Manitoba

Annual Report 1990 - 91*

Labour

*For the period ending March 31, 1991

Published by the Authority of the Legislative Assembly
Winnipeg, Manitoba

92-03949/1

Minister of Labour

Room 156
Legislative Building
Winnipeg, Manitoba, CANADA
R3C 0V8

To His Honour
The Honourable George Johnson, M.D.
Lieutenant-Governor of Manitoba

May It Please Your Honour:

I am privileged to present the annual report for the Department of Labour for the fiscal year ending March 31st, 1991.

The Department of Labour continues to serve the citizens of our province in a wide variety of ways. Whether the service is to employers and bargaining agents who have reached an impasse, to individuals who have questions or concerns relating to pensions, or to members of the Manitoba public who want to secure their rights under various statutes, our aim is to provide the highest possible quality of service to the people of our province.

My department is involved in a number of activities which flow from the requirements imposed by law or by regulation. My primary role is to ensure that respect for the statutes administered by my department is maintained. In conjunction with this role, it is also my aim that Manitoba Labour provide the clients we serve with information, sound advice and practical common sense solutions as we all strive to earn our livings and go about our business.

Partnership and cooperation between and among the key players in the labour environment are critical to the economic development and growth of Manitoba. I will continue, as Minister of Labour, to encourage and support the cooperation of labour and management partners and will continue to seek and encourage their counsel and advice.

Respectfully submitted,

Honourable Darren Thomas Praznik
Minister of Labour

Manitoba

Deputy Minister of Labour

Honourable Darren Thomas Praznik
Minister of Labour

Sir:

I am privileged to present to you the annual report of Manitoba Labour for the fiscal year ending March 31st, 1991.

In the last fiscal year, the department developed and implemented a new organizational structure, incorporating the additional program responsibilities which were assigned to us. The operating divisions which were developed have established sound working relationships and continue to improve on our abilities to share data and information and to provide coordinated and effective service to our many clients.

Service to the people of Manitoba has been a primary theme for the department over this fiscal year. While we may not have been fully aware of the service revaluating taking place when we commissioned the study which led to our reorganization, its importance has become entirely evident. Early in 1991, a departmental task force was established to examine the issues of the delivery of quality service and programme effectiveness. The recommendations from the task force have provided a base to build on, and I would like to take this opportunity to thank the staff who shared their time, energy, and enthusiasm on a variety of projects:

John Cumberford
Chuck Simundson
Grant McCaughey
Corinne Crawford
Isobel Garvie
Guy Gordon
Grace Selby
Brenda Hollier
Glen Blahey
Nighean Wallace
Deanna Komadowski

We would also like to offer a special thanks to Rodger Quinn from the Department of Finance and Mark Francis from Treasury Board Secretariat who have been extremely generous and supportive in assisting Manitoba Labour in our determination to address issues of reform and service.

Much of the responsibility of the labour department is to ensure that the laws and regulations for which we are responsible are effectively administered. Manitoba Labour continues to fulfill its primary role, and staff continue to offer dedicated, professional service.

Under your direction, and with your support, Manitoba Labour will continue to seek ways of improving our internal efficiency and external service.

Respectfully submitted,

Roberta Ellis-Grunfeld
Deputy Minister of Labour

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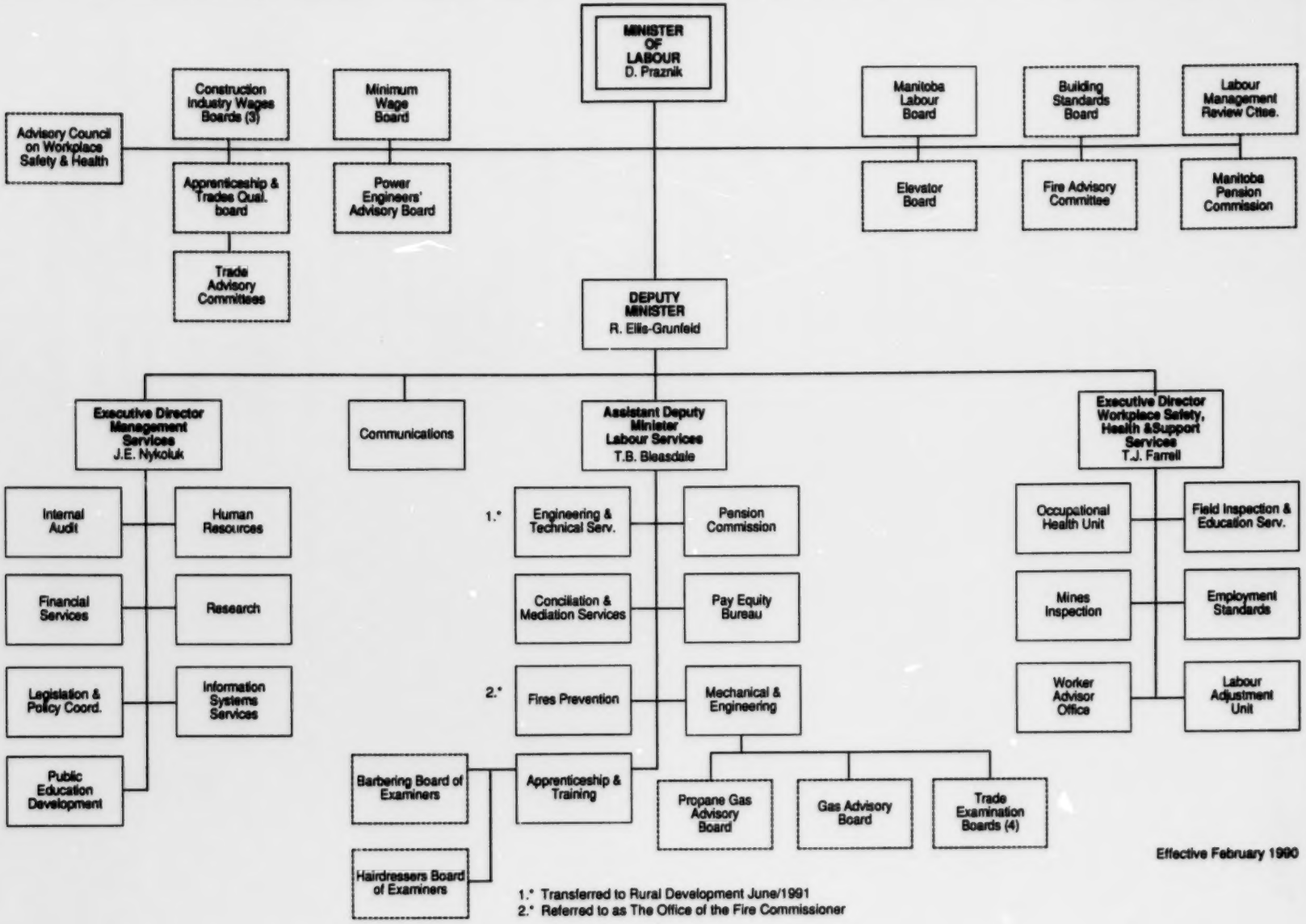
1990-91 Organization Chart



Overview

Manitoba Labour provides a wide range of programs and services and the annual report is intended to promote an understanding and accountability of its operations to the citizens of Manitoba. A reorganization of the department occurred in 1990 and Manitoba Labour is now in the process of entering another phase of development and reform focusing on service improvement to their clients while operating in a climate of restraint.

Statement of Purpose

Our purpose is to serve Manitobans through:

- the promotion of safety, health and fair and equitable treatment in the workplace
- the enhancement of public safety
- the fostering of a stable labour relations climate
- the support of workplace training and adjustment

We are committed to:

- serving the Manitoba public efficiently, courteously and effectively
- consulting equally with labour, management and other client groups
- providing information and support to our clients to enable them to act responsibly in respect to fairness, safety, health and equity

To achieve our purpose and goals we will:

- subscribe to the principles of accountability, efficiency and effectiveness in the use of public funds
- recognize that staff are our most important resource and the key to achieving our purpose
- develop a flexible organization, responsive to changing needs and circumstances
- promote consistently the principle that safe workplaces, fair employment practices and harmonious labour relations are essential to the economic and social well-being of Manitobans

Organization:

Manitoba Labour provides a wide range of programs and services and consists of three divisions:

Management Services which provides management services to the executive and operational divisions of the department. Services include the following areas finance, personnel, research, information systems, internal audit, public education related to the department and legislative and regulatory development.

Labour Services which provides support to organizations, groups and individuals such as builders, trades organizations, workers and fire services. Service and support in the areas of public safety, apprenticeship and training, conciliation and mediation, pensions and pay equity are also provided.

Workplace Safety, Health and Support Services which addresses the needs of workers and employers in Manitoba workplaces that are related to the protection of the health, safety, fair employment practices and economic well-being of workers.

The department has 311 employees with the majority located in Winnipeg. Other staff located throughout the province are as follows: 29 in Brandon, 3 in The Pas, 8 in Thompson and 1 in Portage La Prairie, Dauphin, Snow Lake, Leaf Rapids, Mafeking and Waterhen. Field staff, investigators and inspectors travel throughout the province to serve the needs of Manitoba communities.

The total budget for the department for the fiscal year 1990/1991 was $17,108,200.

The department is responsible for administering twenty six statutes and eighty regulations. The statutory responsibilities are as follows:

- The Department of Labour Act
- The Construction Industry Wages Act
- The Employment Services Act
- The Employment Standards Act
- The Labour Relations Act
- The Pay Equity Act
- The Payment Of Wages Act
- The Pension Benefits Act
- The Remembrance Day Act
- The Retail Business Holiday Closing Act
- The Vacations With Pay Act
- The Amusement Act (Part 11)
- The Buildings and Mobile Homes Act
- The Electricians Licence Act
- The Elevator Act
- The Fire Department's Arbitration Act
- The Fires Prevention Act (Part 11)
- The Gas and Oil Burner Act
- The Municipal Act (Sec.284(1))
- The Power Engineer's Act
- The Steam and Pressure Plants Act
- The Worker's Compensation Act (Sec.108(2))
- The Workplace Safety and Health Act
- The Apprenticeship and Trades Qualification Act
- The Barber's Act
- The Hairdresser's Act

Minister's Salary

This appropriation provides for the Minister's salary entitlement as a member of Executive Council.

1(a) Minister's Salary

Expenditures by Sub-Appropriation	Actual 1990/91 $	Estimate 1990/91 SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	20,600	1.00	20,600	(0)	—

Executive Support

The objectives of this section, which includes the Offices of the Minister and the Deputy Minister, are to develop, implement and oversee departmental policies and programs to achieve the goals set out in the department's statement of purpose.

The Executive Offices provide the overall policy direction for departmental programs. The Deputy Minister is the Chairperson of the departmental Executive Committee which includes senior management executive from each of the three main divisions within the department.

1(b) Executive Support

Expenditures by Sub-Appropriation	Actual 1990/91 $	Estimate 1990/91 SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	344,700	9.00	359,700	(15,000)	
OTHER EXPENDITURES	80,700		78,700	2,000	
GRANTS	4,500		6,500	(2,000)	
TOTAL OTHER EXPENDITURES	85,200	9.00	85,200	0	
TOTAL EXPENDITURES	429,900	9.00	444,900	(15,000)	

Management Services Division

The **Management Services Division** provides support services and centralized coordination to the department in the following areas:

- Personnel and staffing functions
- Support for training, development and affirmative action
- Financial, budgeting, accounts and revenue administration, and general administrative services
- Policy analysis, client surveys and program evaluation
- Data and analysis to support collective bargaining and labour relations
- Support to external boards and committees
- Legislative and regulatory development
- Information systems planning, development and technical support
- Internal audit
- Central support for the improvement of operational effectiveness and efficiency
- Executive and ministerial support

The Management Services Division provides extensive support to and participation on external advisory boards and committees. The executive director of the division serves as the government representative on the Manitoba Labour Management Review Committee and is also a board member of the Manitoba Literacy Council and the Manitoba Labour Education Centre. The Research Branch provides staff resources to the Minimum Wage Board, the Labour Management Review Committee and three advisory boards under The Construction Industry Wages Act. The Legislation and Policy Coordination Branch develops information for the Labour Management Review Committee on impact assessments and interjurisdictional comparisons of proposed changes to labour legislation.

The following branches make up the division:

- Financial Services
- Human Resources
- Research
- Legislation & Policy Coordination
- Information Systems Services
- Public Education Development

Internal Audit

In addition, responsibility for internal audit was assigned to the financial officer in the Financial Services Branch. When the incumbent vacated this position in the summer of 1990, the department initiated a review to determine how this responsibility could be carried out, and to address policy and organizational issues regarding this function.

Human Resources

The Human Resources Branch is responsible for the provision of human resource services to departmental managers and staff. These services include staffing, affirmative action, human resource planning, training and development, job analysis and evaluation, employee counselling, labour relations, and pay and benefits administration.

During the 1990–91 fiscal year, the Human Resources Branch processed 95 staffing and 45 classification actions and approximately 3,500 general changes, employee registration and leaves, through payrolls, with another 3,000 positive time payouts and related transactions. Eleven information sessions were offered to staff to promote a better understanding of the interview/selection process and pay and benefits. Approximately 175 staff attended sessions in Brandon and Winnipeg.

Financial Services

Financial Services provides central financial and administrative services essential to the operation of the department.

The branch is responsible for processing payments of accounts, grants and other financial transactions involved in administering departmental programs. The processing and accounting for all revenues received by the department, coordination of the departmental estimates submission, cash flow management and continuing analysis of expenditures and revenues as they relate to approved budgets, to cash flow projections and to commitment accounting reports.

Financial Services coordinates and provides assistance with respect to government vehicles management, parking space planning and management, office equipment requisitions, furniture and furnishings, telecommunications and all other like administrative functions. The branch also coordinates responses to all requests received in respect to The Freedom of Information Act.

During 1990/91, the branch processed 7,958 expenditure transactions and 126 accountable advances, as well as 57,317 revenue transactions involving a total sum of $8,536,550.

Research

Through labour relations research and analysis, the Research Branch supports collective bargaining and labour relations.

The branch conducts surveys to obtain information from clients on needs and program effectiveness, and analyzes trends in collective bargaining and provides related information services to labour and management practitioners. The branch also provides research and support services to departmental, and inter-departmental committees, task forces and working groups.

During 1990/91, the Research Branch compiled, published and distributed the Labour Relations Information Bulletin, Directory of Labour Organizations and Collective Agreement Data Base Guide. The branch conducted an assessment of the effectiveness of Workplace Safety and Health Committees; and provided research and administrative assistance to the Labour Management Review Committee and sub-committees, Minimum Wage Board and the Rural Construction, Heavy Construction and Greater Winnipeg Construction Wages Boards. The branch also prepared labour relations statistics on collective agreement expirations, negotiated wages, settlement summaries, union membership, work stoppages and other related labour relations climate data.

Legislation and Policy Coordination

The branch coordinates the development of legislation and regulations and related strategic policy options of the department.

With respect to statute law, the branch assisted with amendments to The Pension Benefits Act, The Labour Relations Act, and The Employment Standards Act in 1990/91.

With respect to regulatory law, the branch coordinated the preparation of three regulations establishing wage rates for the Greater Winnipeg, Heavy and Rural Building construction industry; and provided assistance to amend the following regulations:

- The Home and Residential Care Workers Regulation
- The Industrial Mechanic Regulation
- The Minimum Wages and Working Conditions Regulation
- The Workplace Health Hazard Act Regulation
- The Construction Industry Safety Regulation
- The Trades Designation Regulation
- Property Insurance Assessment Regulation.

Public Education Development

Public Education develops informational materials to increase public awareness of branch programs and services within the department and provides coordination and assistance on the production of printed public education materials.

During 1990/91, the branch developed and produced a multi-media campaign to prevent forest fires during spring clean-up; an educational kit to teach small children the fire hazards of playing with matches and lighters; and conference materials and display for the 1990 Emergency Services Conference.

The branch coordinated the production of numerous Public Safety fact sheets, brochures, booklets, and posters to increase public awareness. The branch designed, edited, produced and/or distributed several informational packages, guidelines and newsletters on departmental programs.

Information Systems Services

Information Systems Branch provides support to the department in the assessment of needs, design and implementation of computerized information processing systems. Technical services in the maintenance and modification of existing systems and end-user support are provided. The branch coordinates the preparation and monitoring of the department's Annual Information Technology Systems Plan and information technology procurement services.

Systems developed and/or delivered include:

- Labour Operations Information Systems
- Labour Board Local Area Network
- Workplace Safety Local Area Network
- Computerized Commitment Accounting and Cash Flow System
- Mechanical Engineering Gas Permit System
- Mechanical Engineering Elevator Inspection System
- Worker Advisor Claim Tracking System
- Training of departmental staff in Multi-mate 4.0 and use of laptops
- Training of Worker Advisor staff in using the Claim Information System

1(c) Management Services

Expenditures by Sub-Appropriation	Actual 1990/91 $	Estimate 1990/91 SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	1,152,500	32.00	1,137,700	14,800	
OTHER EXPENDITURES	148,300		150,300	(2,000)	
TOTAL EXPENDITURES	1,300,800	32.00	1,288,000	12,800	

Labour Services Division

The **Labour Services Division's** mandate is to provide services to a wide range of groups, organizations and individuals focusing on:

- Public safety through the Office of the Fire Commissioner, the Engineering and Technical Services Branch (see note 1) and the Mechanical and Engineering Branch.
- Workforce training which responds to today's changing technology through the Apprenticeship and Training Branch and assurance of technical competence of tradespersons by both Apprenticeship and Training and the Mechanical and Engineering Branch.
- Promotion of fair employment practices through Conciliation and Mediation Services, the Pay Equity Bureau and the Manitoba Pension Commission.

NOTES:

1. *The Engineering and Technical Services Branch was designated as a separate branch and transferred to Rural Development June 3, 1991.*

The objectives of the **Labour Services Division** are:

- to ensure that persons in Manitoba are not exposed to hazardous equipment;
- to reduce the loss of life, injury to persons and property damage caused by fire;
- to promote safe and responsible application of science and technology in manufactured products, industrial processes and construction;
- to assist labour and management to resolve impasse situations in negotiations and minimize work stoppages;
- to promote the establishment, extension and improvement of pension plans;
- to promote the principle and practice of pay equity to employees, employers, bargaining agents and the general public;
- to promote apprenticeship training to the public, training institutions, employers and potential apprentices.

These objectives are achieved by:

- preventative inspections, incident investigations and continued public education in prevention;
- providing central technical safety advisory services to the design, manufacturing and constructions industries;
- provision of conciliation and medication services to labour and management;
- monitoring of pension plans and soliciting public input into potential regulatory and administrative changes;
- providing technical assistance and information to employees, unions and other employee representatives and employers on voluntary implementation of pay equity while monitoring compliance with The Pay Equity Act and policy directives.

The **Labour Services Division** is responsible for administration of the following Acts and their related regulations:

- The Amusements Act (Parts II and IV)
- The Apprenticeship and Trades Qualifications Act
- The Barbers Act
- The Buildings and Mobile Homes Act
- The Electricians' Licence Act
- The Elevator Act
- The Fire Departments' Arbitration Act
- The Fires Prevention Act (Part II)
- The Gas and Oil Burner Act
- The Hairdressers Act
- The Department of Labour Act
- The Municipal Act (Sections 295 to 306)
- The Pay Equity Act
- The Pension Benefits Act
- The Power Engineers Act
- The Steam and Pressure Plants Act

Staff from the division also provide technical and administrative support to a number of boards and committees, including the Manitoba Labour Management Review Committee.

The division is comprised of seven branches:

- Apprenticeship and Training
- Conciliation and Mediation Services
- Engineering and Technical Services
- Fire Commissioner's Office
- Mechanical and Engineering
- Pay Equity Bureau
- Pension Commission

Division Administration (Labour Services)

The Office of the Assistant Deputy Minister of the Labour Services Division manages the operation of the division, ensuring that the operating branches maintain effective and efficient delivery of their services to the people of Manitoba. The office also establishes and maintains contact with senior officials in industry, labour and government.

Over the course of the 1990/91 fiscal year the office coordinated the administration of the Essential Services Agreements which set out the services which must be provided in a health care facility during a strike. A work stoppage by the Manitoba Nurses Union in January 1991 affected 87 health care facilities and approximately 9,500 employees and formed the first true test of the Essential Services Agreements.

2(a) Labour Division – Administration

Expenditures by Sub-Appropriation	Actual 1990/91 $	Estimate 1990/91 SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	124,300	3.00	144,400	(20,100)	
OTHER EXPENDITURES	27,600		24,200	3,400	
TOTAL EXPENDITURES	151,900	3.00	168,600	(16,700)	

Mechanical and Engineering Branch

The Mechanical and Engineering Branch is responsible for the administration of six Acts and associated Regulations dealing with general public safety through programs of inspection of equipment and licensing of tradespeople. In particular, the specific objectives are:

- to inspect boilers, pressure vessels, refrigeration plants, amusement rides and elevators as required by the Acts;
- to provide examinations and renewal of certificates for various licences;
- to provide inspections and labeling of gas, oil and electrical equipment;
- to issue permits to gasfitters on request;
- to register the designs of boilers, pressure vessels and refrigeration systems.

During the 1990/91 fiscal year the Mechanical and Engineering Branch exceeded expectations in some areas. There were 1,914 elevator inspections and 354 amusement ride inspections compared to the estimated 1800 and 350 anticipated. Review of 2,061 engineering plans and designs by far exceeded the 1,000 that were anticipated due to a large number of propane installations and anhydrous ammonia installations that were done during the year. As well there were 22,346 gas permits issued compared to an estimated 23,000.

The branch carried out 23,464 inspections of boilers, pressure vessels, refrigeration plants, electrical applications and gas and oil fired equipment. This number is lower than the 29,000 inspections expected due to the elimination of small pressure vessels from the inspection program. There were 7,341 trade licences issued, compared to the 11,000 projected. The lower than anticipated numbers are due mainly to the fact that electrician licences are issued every four years and 1990/91 was not a general renewal year.

For detailed information of the operations of the Mechanical and Engineering Branch see Appendix "A".

2(b) Mechanical and Engineering

Expenditures by Sub-Appropriation	Actual 1990/91 $	Estimate 1990/91 SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	1,410,400	37.00	1,470,300	(59,900)	
OTHER EXPENDITURES	306,200		289,300	16,900	
TOTAL EXPENDITURES	1,716,600	37.00	1,759,600	(43,000)	

The Office of the Fire Commissioner

Through the administration of The Fires Prevention Act (Part II) and The Buildings and Mobile Homes Act, the Office of the Fire Commissioner promotes and encourages public safety measures to reduce life and property loss in respect to fires.

The overall objectives of the office are:

- advise, train and certify firefighters and other persons involved in emergency response activities;
- train industrial and institutional personnel in fire prevention & protection practices;
- investigate fires to determine origin, cause, and circumstances;
- conduct fire prevention inspections in high risk occupancies;
- promote public awareness education;
- develop and implement provincial Fire, Building and Plumbing Codes;
- collect and analyze data related to fires.

The needs of Manitoba's fire services are becoming increasingly varied and complex. In order to best meet this challenge the Office of the Fire commissioner has streamlined its efforts. Following on the 1989/90 departmental review, the Office of the Fire commissioner focused on eliminating service overlap and duplication.

The office now functions under three divisions; Operations, Administration and Investigations. Operations and Administration are designed to interact and complement one another. Operations provides direct service to clients, while Administration provides technical support. A Deputy Fire Commissioner is responsible for each division and reports directly to the Fire Commissioner.

The goal of these changes is to deliver better service to our clients, who include fire chiefs, firefighters, mutual aid co-ordinators and municipal officials. Fire services staff cover a maximum of two Mutual Aid Districts, enabling them to provide a more personal service.

Twenty-four hour emergency numbers have been established, in the east 981-FIRE and the west 726-FIRE. Fire chiefs can contact the office directly in the event of an emergency or for a fire investigation.

The Investigation Division of the Office of the Fire commissioner conducts confidential and sensitive investigations requiring direct reporting to the fire Commissioner. The role is twofold: specialized resources and investigations. The Investigation Division provides fire services personnel with staff development training and assistance which will enable them to perform initial investigations in their district. The Investigation team retains the investigation role in cases that require greater expertise.

The Fire Commissioner's Office anticipated conducting 350 fire investigations, 800 fire inspections of high risk buildings, training of 2,300 persons in fire protection and prevention practices and investigation training for 150 police and fire officers. The actual activities were 325 fire investigations, 423 fire inspections by staff. In addition 1,090 individuals were successfully trained in fire prevention and suppression and 107 in fire investigations.

The reduction in activities is attributable to the development of stronger partnerships with existing specialists in the field. Programs are underway to provide wider training to Fire Services and Investigations staff to broaden their roles. Over the past year staff have been involved in a cross training program to expand their capabilites. Another factor is the increased emphasis on the "Train the Trainer" initiative which is designed to enable Mutual Aid Districts to train their own personnel. This reduces the number of candidates directly trained by the Fire Commissioner's Office.

The fire college has also been re-evaluating the courses it offers. The focus has been changed to emphasize those courses in greatest demand that can best service the needs of the Emergency Services in the Province.

For further information on the activities of the Office of the Fire Commissioner see Appendix "B".

2(c) Fires Prevention

Expenditures by Sub-Appropriation	Actual 1990/91 $	Estimate 1990/91 SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	1,710,400	44.29	1,707,000	3,400	
OTHER EXPENDITURES	820,100		688,700	131,400	1
— GRANTS	68,500		91,000	(22,500)	2
TOTAL OTHER EXPENDITURES	888,600		779,700	108,900	
TOTAL EXPENDITURES	2,599,000	44.29	2,486,700	112,300	

Explanation Notes:

1. *The increase in 1990/91 reflects the importance placed on reorganization of the office which required additional staff meetings and consequently additional cost to ensure staff are properly equipped and cross trained.*
2. *Phase II of the Mutual Aid Training Incentive has been a qualified success, however, some districts have yet to fully utilize this program.*

Engineering and Technical Services Branch

The construction industry relies on codes and standards to ensure the complex process of construction produces a safe and serviceable building.

The Engineering and Technical Services Branch (see note 1) applies these standards in areas of the province where local authorities do not provide a building standards service. This is accomplished by reviewing plans of proposed building projects prior to issuing a building permit and subsequently conducting inspections prior to issuing an occupancy permit. The productivity of the branch is outlined in Table 1.

Notes:

1. Established as a separate branch during the 1990/91 estimates review and transferred to Rural Development as of June 3, 1991.

Table 1

Building Inspection Activities

April 1, 1990 to March 31, 1991

	89/90	90/91
Project applications received	–	417[1]
Building plans examined	702	625
Building permits issued	404	317
Buildings inspected	621	350
Plumbing installations inspected	74	54
Wood burning appliances inspected	38	6[2]
Mobile homes/recreational vehicles inspected	168	365
Building inspector training courses	–	2[3]

Explanation Notes:

1 Statistical information not tracked in previous years.

2. Inspection of wood burning appliances is offered as a service to Manitobans although no legal responsibility exists in this area. Due to the dramatic increase in the inspection of Mobile homes/recreational vehicles (168 in 1989/90 to 365 in 1990/91) inspections of wood burning appliances was greatly curtailed.

3. This is a pilot project that began during the 1990/91 fiscal year to train building inspectors to carry out inspections under The Buildings and Mobile Homes Act.

Table 2

2(c)3 Engineering Safety Services

Expenditures by Sub-Appropriation	Actual 1990/91 $	Estimate 1990/91 SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	417,100	10.00	391,000	26,100	
OTHER EXPENDITURES	46,500		41,100	5,400	
TOTAL EXPENDITURES	463,600	10.00	432,100	31,500	

Conciliation and Mediation Services Branch

The broad goal of the Conciliation and Mediation Services Branch is to promote and maintain harmonious labour-management relations in Manitoba. In doing so, the branch has six objectives:

- To respond to applications for conciliation and mediation services assistance upon request from labour and/or management when there is an impasse in direct negotiations;
- To avert work stoppages through third party assistance;
- To assist in resolving work stoppage situations which have developed;
- To assist as grievance mediators following rights grievance breakdown and prior to arbitration proceedings;
- To assist in resolving teacher/school board disputes at the request of the Minister of Education;
- To increase public awareness of the function of conciliation and mediation services through seminars and classroom participation.

The branch's main activity is to provide conciliation and mediation services to employers and employees, since third party assistance can often help in resolving disputes. Since 1973 conciliation has been voluntary; assistance may be requested by either or both parties under The Labour Relations Act.

During the 1990/91 fiscal year the number of employees affected by the conciliation activities of the branch almost doubled from 1989/90. There were 31,072 individuals affected by conciliation activities based on 190 assignments; 95% of which were finalized without a work stoppage. Added to this were 36 assignments under The Public Schools Act affecting 10,550 teachers; 95% of these cases were settled prior to compulsory arbitration. In the area of grievance mediation the number of cases also increased with the success rate remaining at the 75% level. The doubling of the number of employees affected was attributable to the Manitoba Nurses Union strike.

The focus and direction of the branch is to continue to provide assistance through conciliation and mediation where requests are made during difficult collective bargaining situations, and to provide guidance and information on labour relations matters to those groups or individuals where the need may arise.

For detailed information of the operations of the Conciliation and Mediation Branch see Appendix "C".

2(d) Conciliation and Mediation Services

Expenditures by Sub-Appropriation	Actual 1990/91 $	Estimate 1990/91 SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	364,900	7.00	364,300	600	
OTHER EXPENDITURES	65,000		47,100	17,900	1
TOTAL EXPENDITURES	429,900	7.00	411,400	18,500	

Explanation Note:

1. *The variance of $17,900 is due to unanticipated costs associated with the Essential Services Agreements.*

Pension Commission

The objectives of the Pension Commission are to protect the rights of pension plan members and plan sponsors in accordance with The Pension Benefits Act and to promote the establishment, extension and improvement of pension plans in Manitoba.

To achieve these objectives, commission staff review new and current pension plans for conformity with The Pension Benefits Act, investigate complaints from plan members and make presentations to groups of employees, organized labor and plan sponsors. In addition, through a reciprocal agreement, staff administer the pension laws of other jurisdictions for approximately 6,000 out-of-province members whose plans are registered in Manitoba. Another 89,331 Manitobans are members of pension plans registered by other provinces.

In early 1991, the Pension Commission issued a public discussion paper entitled "The Promotion of Private Pension Plans in Manitoba." In the paper, the commission expressed concern over the number of plans approved for windup, noting that the majority of terminated plans were switching to Registered Retirement Savings Plans (RRSPs), plans which allow participants to withdraw funds prior to retirement. The commission suggested that employers and employees may be doing this for two reasons. First, the Registered Pension Plan (RPP) may no longer have the features desired by sponsors/participants whereas the RRSP does. Secondly, sponsors may be frustrated with what they feel is "over regulation" of the RPP. The commission invited public input requesting ways of making Registered Pension Plans more attractive to potential sponsors. Close to 40 presentations were received. The Pension Commission is currently reviewing the submissions with the objective of making recommendations for legislative change.

Table 1

Number of Manitoba Registered Plans and Their Membership by Sex

Year	Plans	Members		
		Male	Female	Total
1990/91	650	66,327 (53%)	59,346 (47%)	125,673
1989/90	703	63,756 (53%)	55,928 (47%)	119,684
1988/89	765	63,543 (54%)	54,149 (46%)	117,692

Despite a significant reduction in the number of pension plans registered in Manitoba there has been an increase in the number of plan participants. The largest growth is in female participation—up over 5,000 since 1988. The Pension Commission feels this increase is due to earlier pension reforms making pension coverage mandatory for part-time workers if full-time workers were covered. Many jobs held by women are part-time and the female labour force in Manitoba has grown significantly in the last few years.

Table 2

2(e) Pension Commission

Expenditures by Sub-Appropriation	Actual 1990/91 $	Estimate 1990/91 SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	261,700	6.00	252,800	8,900	
OTHER EXPENDITURES	41,700		58,800	(17,100)	
TOTAL EXPENDITURES	303,400	6.00	311,600	(8,200)	

Pay Equity Bureau

The Pay Equity Bureau was established in 1985 in accordance with The Pay Equity Act. The primary objectives of the bureau are:

- to inform employees, employers, bargaining agents and the general public of the principles and practices of pay equity;
- to assist employees, employee representatives, and employers in the implementation of pay equity;
- to provide guidance, advice and assistance in the implementation of a voluntary model of pay equity in the Manitoba school divisions.

In order to carry out these objectives, the Pay Equity Bureau provides the following:

- provision of a voluntary implementation model for school divisions which includes assisting school divisions with implementing pay equity as outlined in the "Policy Framework for the Implementation of Pay Equity for Non-Teaching Employees in Manitoba School Divisions";
- monitoring of compliance with the criteria of the policy framework;
- provision of technical assistance and information to employees, unions and other employee representatives, and employers, particularly with regard to job evaluation, the technical interpretation of data and compliance with criteria of the policy framework;
- upon request, provision of facilitation and resolution services for matters relating to implementation of pay equity;
- delivering of educational material and training to organizations involved in implementation of pay equity on all aspects of job evaluation, job analysis and the interpretation of salary data;
- assistance to interprovincial pay equity committees working in areas such as maintenance of pay equity, development of data bases for interjurisdictional comparisons and development of voluntary pay equity implementation modules;
- provision of information and educational services to a wide range of organizations, and to the general public including the publishing of resource materials, workshops and seminars, and responding to all information requests;
- research and development of job evaluation and pay equity implementation techniques tailored to specifically address client needs.

For detailed information of the operations of the Pay Equity Bureau see Appendix "D".

2(f) Pay Equity Bureau

Expenditures by Sub-Appropriation	Actual 1990/91 $	SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	181,400	4.00	173,500	(7,900)	
OTHER EXPENDITURES	64,700		94,000	(29,300)	1
TOTAL EXPENDITURES	246,100	4.00	267,500	(21,400)	

Explanation Note:

1. *Actual expenditures were lower than estimated due to the deferral of planned printing projects and minor capital acquisitions to 1991/92.*

Apprenticeship and Training Branch

The Apprenticeship and Training Branch is responsible for three major programs:

1. Apprenticeship Training and Certification
2. Trades Qualification and Certification
3. Examination and Licencing of Barbers, Hairdressers and Beauticians

The development and administration of these programs occurs within the context of the branch goal:

"To develop tradespeople, second to none, in sufficient numbers to meet industry needs, at the leading edge of technology, capable of advancing as changes in the marketplace occur."

To meet this goal, the branch is in constant contact with the industry through trade advisory committees with equal representation from labour and management.

As a part of its mandate the branch continues to undertake a wide range of activities with respect to training, certification and licencing including:

- development and revision of institutional and on-the-job training curricula;
- development, revision and administration of examinations;
- processing of applications for apprenticeship and /or licencing of hairdressers and barbers;
- registration of apprenticeship agreements;
- monitoring of on-the-job training;
- scheduling of institutional training;
- promoting of apprenticeship training to the public, training institutions, employers and potential apprentices;
- issuance of Certificates of Qualifications;
- establishment of partnerships with industrial, equity and educational organizations.

The number of participants in apprenticeship programs remained strong in 1990. Special initiatives by the branch and the commitment of industry and labour partners have been key to the continued strength of the apprenticeship program.

Apprenticeship Branch results as related to expectations were as follows:

Table 1

Activity	Expected Results	Actual Results
Registration	1,000	999
Completed Apprentices	450	546
Trade Qualification Certificates	250	327
Barber Licenses	300	300
Hairdressing Licences	5,000	5,035

For more detailed information on the operation of the Apprenticeship and Training Branch see Appendix "E".

Table 2

2(g) Apprenticeship and Training

Expenditures by Sub-Appropriation	Actual 1990/91 $	SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	924,400	27.00	965,000	(41,000)	
OTHER EXPENDITURES	139,900		128,700	11,200	1
TOTAL EXPENDITURES	1,064,300	27.00	1,094,100	(29,800)	

Explanation Note:

1. Postal, printing, telephone and travel cost increases have resulted in the overexpenditure identified.

The Manitoba Labour Board

The **Manitoba Labour Board** is a quasi-judicial body that adjudicates employer-employee disputes referred under provincial laws such as The Labour Relations Act, The Workplace Safety and Health Act, The Pay Equity Act, and various employment standards statutes.

The board has a full-time chairperson and 4 part-time vice-chairpersons. There are 24 part-time members, with an equal number of employer and employee representatives.

In an effort to facilitate and promote harmonious relations between labour and management, the board encourages parties to settle disputes in an informal manner. The board in many instances appoints one of its officers to assist the parties in resolving issues or complaints. If the matter is not resolved, a formal hearing may be held and if held, the boar will decide on the case.

The board publishes a "Guide to Labour Relations Act", an annual "Compendium of Grievance Arbitrations", the quarterly "Report of Activities of The Manitoba Labour Board", as well as a significant number of written reasons for decision which provide guidance and assistance to the labour relations community.

Table 1

Applications Filed with the Manitoba Labour Board

April 1, 1990 – March 31, 1991

Legislation	1989-90	1990-91
The Labour Relations Act	486	683
The Employment Standards Act	421	358
The Payment of Wages Act	331	319
The Vacations With Pay Act	5	4
The Pay Equity Act	1	0
The Workplace Safety & Health Act	6	3
TOTAL	1,250	1,367

Further details are available in the separate annual report issued by the Manitoba Labour Board.

Table 2

2(h) Manitoba Labour Board

Expenditures by Sub-Appropriation	Actual 1990/91 $	Estimate 1990/91 SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	467,600	12.26	475,800	(8,200)	
OTHER EXPENDITURES	213,500		219,100	(5,600)	
TOTAL EXPENDITURES	681,100	12.26	694,900	(13,800)	

Workplace Safety, Health and Support Services Division

The mandate of the **Workplace Safety, Health and Support Services Division** is to administer the Acts and Regulations within the Department of Labour, that are related to the protection of the health, safety and economic well-being of workers in the Province of Manitoba.

The objectives of the **Workplace Safety, Health and Support Services Division** are:

- to ensure management and workers work towards eliminating safety and health hazards in Manitoba workplaces;
- to strengthen the ability of workplace participants to recognize and avoid risks;
- to develop positive attitudes toward occupational safety and health concerns;
- to maintain, develop and evaluate occupational health surveillance programs;
- to appraise and advise on new occupational health issues and investigate occupational disease in workplaces;
- to assist injured workers and their dependents regarding difficulties with their Workers Compensation Board claims in order to ensure fair and equitable claim settlements;
- to provide information and advice with respect to rights and requirements of The Workers Compensation Act;
- to participate in interdepartmental and federal-provincial initiatives to deal with labour market adjustment;
- to assist Manitoba workplaces in dealing with problems that arise from actual or threatened layoff or closure situations;
- to achieve socially desirable terms and conditions of employment for the Manitoba workforce through the establishment and the administration of legislation on minimum standards and conditions of employment;
- to foster client self-reliance in establishing and maintaining fair employment practices through employer and worker awareness.

These objectives are achieved through:

- the inspection of workplaces to ensure compliance with Manitoba laws;
- educational services to workers and employers;
- the promotion of consultation and cooperation within the workplace;
- the development of legislation to address and remedy unsafe and unhealthy conditions and unfair employment practices in Manitoba workplaces;
- the resolution of problems with workers' compensation claims, worker layoffs and workplace closures.

Workplace Safety, Health and Support Services is responsible for administration of The Department of Labour Act, The Workplace Safety and Health Act, The Employment Standards Act, The Employment Services Act, The Payment of Wages Act, The Construction Industry Act, The Remembrance Day Act, The Retail Business Holiday Closing Act, and The Vacations With Pay Act, and all the regulations thereunder.

The division also provides technical and administrative support to the Advisory Council on Workplace Safety and Health.

The division is composed of six branches:

- Field Inspection and Education Services Branch
- Mines Inspection Branch
- Occupational Health Unit
- Employment Standards Branch
- Labour Adjustment Unit
- Worker Advisor Office

Advisory Council on Workplace Safety and Health

The **Advisory Council on Workplace Safety and Health** was established in 1977 under the authority of The Workplace Safety and Health Act. At the request of the Minister of Labour the council advises or makes recommendations to the minister concerning:

- general workplace safety and health issues;
- protection of workers in specific situations;
- appointment of consultants and advisors;
- any other matter concerning workplace safety and health on which the minister seeks the council's opinion.

The Advisory Council plays a key role in the development of workplace safety and health legislation. Its members are appointed by the Lieutenant Governor in Council, with equal representation from each of three groups: workers, employers, and technical and professional organizations concerned with the general purposes of the Act.

During 1990/91, Council membership consisted of:

- W.N. Fox-Decent, Chairperson
- G. Collis, Canadian Manufacturers Association
- C. Grahame, Manitoba Association of Registered Nurses (Occupational Health Nurses)
- D. Herbert, Manitoba Safety Council
- H. Mesman, Manitoba Federation of Labour
- Dr. T. Jolly, Manitoba Medical Association
- N. McCormick, Winnipeg Chamber of Commerce
- K. Moore, Winnipeg Construction Association
- W. Newman, Mining Association of Manitoba
- W. Pindera, Manitoba Teachers Society
- J. B. Shiaro, Manitoba Federation of Labour
- F. Thomas, Manitoba Winnipeg Building Trades Council
- B. Ward, Industrial Hygiene Consultant

To assist Advisory Council in fulfilling its responsibilities one staff position was assigned to the council to perform administrative and research functions.

Advisory Council on Workplace Safety and Health establishes committees to advise council on specific matters dealing with safety and health in the workplace.

During 1990/91 the following committees were active:

- Health Standards Committee
- Construction Safety Committee
- Hearing Conservation and Noise Control Committee
- Industrial Safety and Health Committee
- Agriculture Safety and Health Committee
- Review Committee for Operation of Mines Regulation

During 1990/91, the council undertook to review workplace safety and health legislation and specific regulations, including:

- Construction Regulation
- First Aid Regulation
- Industrial Regulation
- Safety and Health Committee Regulation
- Hearing Conservation and Noise Control Regulation
- Operation of Mines Regulation

The council also researched and reviewed a variety of specific workplace safety and health issues during the 1990/91 fiscal year. Among the issues examined were:

- Rollover Protective Structures
- Workplace Safety and Health Committee Training
- Handling and Transporting Hazardous Waste
- Safety and Health Incentive Mechanisms
- Agricultural Chemical and Dust Hazard

The council also developed and adopted the Public Information Guidelines For Advisory Council.

Expenditures By Sub-Appropriation

Please note that this council's expenditures by sub-appropriation are combined with those of the Field Inspection and Education Services Branch, Mines Inspection Branch and the Occupational Health Unit. Table 2 in this report.

Field Inspection and Education Services Branch

The **Field Inspection and Education Services Branch** is responsible for the administration and enforcement of The Workplace Safety and Health Act and its regulations.

This branch is composed of the Field Inspection, Industrial Hygiene and Education Coordination Units and functions with multi-disciplinary, sector based teams. The branch serves a clientele of approximately 400,000 workers and employers, representing approximately 40,000 workplaces.

In 1990/91 the various units of Field Inspection and Education Services Branch focussed their activities in three major areas:

1. initiating proactive activities related to the enforcement of the Workplace Hazardous Materials Information System and the Workplace Health Hazard Regulations in all sectors, the Hearing Conservation and the Noise Control Regulation in the construction sector and fall protection in the roofing industry;
2. expanding client consultation support through public education and print and video resources;
3. drafting a regulation regarding Roll-Over Protection.

The objectives of the Field Inspection and Education Services Branch are:

- to encourage employers and employees to undertake their responsibilities to eliminate health and physical injuries to Manitoba workers;
- to ensure that workplace hazards are identified and corrective action and compliance with The Workplace Safety and Health Act and regulations are secured.

These objectives are accomplished by:

- ensuring compliance with legislated requirements;
- conducting routine inspections of Manitoba workplaces to identify risks to workers;
- responding to and investigating accidents and complaints to determine causes as well as identifying and communicating measures to prevent recurrence;
- encouraging the establishment of effective and responsible safety and health committees;
- providing guidance to committees, employers and workers in order to promote safe and healthy practices and working conditions;
- presenting specialized safety and health training courses to committees, workers and employers on an ongoing basis;
- developing, publishing, and distributing technical safety and health materials including newsletter guidelines and bulletins to provide informational support to clients;
- making resource library services available to the working public;
- formulating policy proposed regarding workplace safety and health.

For more detailed information on the units of this branch please refer to Appendix "F".

Expenditures By Sub-Appropriation

Please note that this branch's expenditures by sub-appropriation have been combined with those of the Mines Inspection Branch, Occupational Health Unit and the Advisory Council on Workplace Safety and Health. Table 2 in this report.

Mines Inspection Branch

The **Mines Inspection Branch** is responsible for the enforcement of The Workplace Safety and Health Act and the regulations under The Act, particularly the Operation of Mines Regulation, at all mining operations.

Inspection service is provided by a staff of 13 located at Thompson, Snow Lake, Flin Flon, Brandon and Winnipeg. The staff includes 3 engineers, 6 technical inspectors, a mine rescue specialist and 3 administative secretaries. The service covers 6,000 workers at mining operations in all areas of the province.

The objectives of this branch are to ensure that mining operations are conducted in compliance with the legislation and to encourage safe practices to provide the highest practical standards of safety and health for workers at mines.

Services of the branch include:

- routine inspecting of metal mines and surface plants, pits and quarries, peat operations, diamond drilling sites and abandoned mines;
- issuing orders for correction of items not in compliance with regulations or safe practice and providing follow-up to ensure that corrections are made;
- conducting environmental surveys at mining operations and assessing the equipment, procedures and techniques used by mining companies in their surveys;
- investigating accidents, unusual occurrences, complaints and concerns to determine the cause as well as measures to resolve the problem and prevent recurrence;
- providing advice, training and technical support to safety and health committees;
- licensing hoist operators and explosives magazines;
- maintaining records of hoist ropes and mines accidents;
- conducting engineering assessments of new mine operations, new processes, procedures and equipment to be used;
- assisting in review and development of policies and legislation.

For further information on this branch see Appendix "G".

Expenditures By Sub-Appropriation

Please note that this branch's expenditures by sub-appropriation have been combined with those of the Field Inspection and Education Services Branch, Occupational Health Unit and the Advisory Council on Workplace Safety and Health. Table 2 in this report.

Occupational Health Unit

The **Occupational Health Unit** consists of the chief occupational medical officer (C.O.M.O.), epidemiologist and administrative secretary. The function of the C.O.M.O. is mandated under The Workplace Safety and Health Act. The Occupational Health Unit functions both proactively and reactively respecting occupational safety and health issues; responding to division staff, health care professionals, workers, managers and the public as needed.

Occupational Health Unit functions include the following:

- provides medical supervision of health surveillance programs to ensure consistency with professional standards and ethics and departmental policy;
- assists division staff in the investigation of health concerns affecting workers and employers and recommends preventive or corrective action;
- consults, on request, with health professionals, representatives, workers and employers on occupational health issues;
- appraises new developments and issues in occupational health and participates in continuing education programs for industry workers as well as division staff;
- participates in the development of workplace health programs and the effects of their implementation;
- issues recommendations on occupational health matters consistent with the goals of The Workplace Safety and Health Act.

Table 1

Occupational Health Unit Surveillance Programs Activity Summary~

Health Surveillance Statistics **Reported By Calendar Year**	**1989**	**1990**
Disease cluster investigations	N/A	3
Hearing Conservation Program[1]		
— Number of current certified I.A.T.'s[2]	N/A	109
— Number of new I.A.T. certificates issued	N/A	25
— Number of hearing tests done in industry	N/A	25,000 (approx.)
Lead Monitoring Program		
— total number blood leads reported (all companies)	1924	1165[3]
— total number workers tested (all companies)	784	571
— Number companies under Ministerial Order (M.O.)	6	6
— Number of blood leads from "M.O." companies	1551	1001
— Number of workers tested at "M.O."	518	434
Fibrosis/Silicosis Surveillance Program (Jointly With Sanitorium Board of Manitoba and W.C.B.)		
— Number workers surveilled	2629	2479
— Number new silicosis cases reported to W.C.B.[4] (39 silicosis cases reported from 1980 to 1989)	1	0
— Number new asbestosis cases reported to W.C.B. (30 asbestosis cases reported from 1980 to 1989)	2	3
Blood Cholinesterase Testing of Pesticide Applicators[5] (Jointly With Manitoba Agriculture and Manitoba Health)		
— Total Number of workers tested	N/A	94
— Number of City of Winnipeg employees		68
— Number of workers outside city		26

Explanation Notes:

N/A = Not Available
~ = Employers are responsible for having potentially exposed workers tested.
1. = Manitoba Health was previously responsible for program.
2. = Industrial Audiometric Technician
3. = Total # blood leads reported: 1924 compared to 1165 – due to company closures.
4. = Workers Compensation Board
5. = Manitoba Agriculture was previously responsible for program.

Expenditures by Sub-Appropriation

Please note that this Unit's expenditures by sub-appropriation have been combined with those of the Field Inspection and Education Services Branch, the Mines Inspection Branch and the Advisory Council on Workplace Safety and Health. Table 2 in this report.

Table 2

3(a) Workplace Safety and Health

Expenditures by Sub-Appropriation	Actual 1990/91 $	SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	2,693,000	68.00	2,809,900	(116,900)	
OTHER EXPENDITURES	791,500		724,700	66,800	
TOTAL EXPENDITURES	3,484,500	68.00	3,534,600	(50,100)	

Explanation Note:

This table includes Workplace Safety, Health and Support Services Division Administration, Field Inspection and Education Services Branch, Mines Inspection Branch, Occupational Health Unit and Advisory Council on Workplace Safety and Health.

Worker Advisor Office

The **Worker Advisor Office** advises, assists and represents injured workers or their dependents with Workers Compensation Board Appeals. The Worker Advisor Office is stationed in Winnipeg, with offices in Brandon and The Pas.

The Worker Advisor Office's main function is to ensure that workers receive benefits to which they are legally entitled under The Workers Compensation Act; and that claims are settled in a fair and equitable fashion.

In carrying out its function the Worker Advisor Office:

- advises workers on avenues of appeal;
- prepares briefs and makes submissions on the worker's behalf to the appeal commission;
- works with individuals and workers' organizations to deliver educational programs and heighten awareness of their rights under The Workers Compensation Act;
- works with medical and legal practitioners to ensure that the fullest information is available to the worker;
- works with designated groups of workers to train them to be effective in handling compensation cases at their workplace.

During the 1990-91 fiscal period, the Worker Advisor Office assisted with 1,038 cases, and advised or assisted another 566 people. The office made representations on 313 cases to the review office (first level of appeal) and on 91 cases to the appeal commission (second level of appeal). These cases represented 25.3% of all appeals handled by the review office, and 39.9% of all hearings before the appeal commission.

The Worker Advisor Office provided training seminars on workers compensation benefits and appeal systems to 130 union members.

Twenty-nine of the participants attended a 12 session training program which was designed to enable them to represent workers at appeal. It is anticipated this training program will aid in assuring that claimants receive assistance required in a timely fashion, through representation by union representatives.

Table 1

Worker Advisor Office 1990/91 Case Statistics

		1989/90	1990/91
Files carried over from 89/90 and 88/89		502	425
Files opened		674	613
Files closed		760	534
Files Active March 31, 1990 and 1991		416	494
Total Number of Open Files Handled		1,176	1,038
Cases handled on an Information Only basis (not opened)		N/A	566
Representations to:	a) Review Office	243	313
	b) Appeal Commission	123	91
Educational Training Sessions		9	6
Total People Attended Sessions		180	130
Recovered in Lump Sum Payments		N/A[1]	$914,700.00
Reinstated Monthly Benefits		N/A[1]	$60,700.00

Explanation Note:

1. These are new statistical figures that were not recorded prior to the 1990/91 reporting year.

Table 2:

3(b) Worker Advisor Office

Expenditures by Sub-Appropriation	Actual 1990/91 $	Estimate 1990/91 SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	371,500	9.44	378,200	(6,700)	
OTHER EXPENDITURES	68,000		51,500	16,500	1
TOTAL EXPENDITURES	439,500	9.44	429,700	(9,800)	

Explanation Note:

1. *Over expenditure in operating costs resulted from costs associated with telephone communications with injured workers, travel required to serve the North and rural Manitoba, and professional fees for obtaining medical opinions.*

Employment Standards Branch

The **Employment Standards Branch** of Manitoba Labour promotes fairness in the workplace for employers and employees. In part, the branch focuses on enforcement of the standards set by law, for example: minimum wages, hours of work, and holidays. In addition, staff members strive to increase the public awareness of rights and responsibilities under the law, as well as providing services in support of those rights.

The branch's objectives are:

- to provide a high quality of service in the administration of Employment Standards legislation throughout the province for the benefit of all employers and employees;
- to carry out investigations and enforcement programs to ensure compliance;
- to conduct public education programs to enhance the public's awareness of their rights and obligations as employers and employees;
- to manage collections and wage recovery programs;
- to promote and enhance the professionalism of staff in their mediation and enforcement roles;
- to promote fair employment practices throughout the province.

The Employment Standards Branch administers the following Acts and pursuant regulations:

The Employment Standards Act
- Minimum Wages and Working Conditions Regulation
- Domestic Workers Regulation
- Home and Residential Care Workers Regulation
- Exclusion Regulation

The Vacations with Pay Act

The Payment of Wages Act
- Payment of Wages Fund Regulation

The Construction Industry Wages Act
- Building Construction (Greater Winnipeg) Minimum Wage Regulation
- Building Construction (Rural) Minimum Wage Regulation
- Heavy Construction Wage Regulation

The Retail Businesses Holiday Closing Act

The Remembrance Day Act

The Employment Services Act

Specific areas of Employment Standards Branch operations are detailed as follows:

(1989/90 figures shown in brackets)

Enquiry/Complaints

Branch offices are located in Winnipeg, Brandon, Thompson and Beausejour. During the fiscal year 1990/91, the branch received 84,623 (80,192) telephone enquiries and 9,422 (6,784) visits by persons filing complaints or requesting information. A total of 3,829 (4,145) complaints were filed.

Investigation Activities

Employment Standards Officers visit workplaces in response to claims or calls received by the branch. In 1990/91, officers made 11,382 (14,524) visits and follow-up calls in response to complaints, and conducted 630 (604) routine inspections.

Wages Adjustments And Judgements

Unpaid wages are recovered by the branch utilizing several methods. During this period, the branch issued 470 (499) payment of wages orders against corporations, 432 (496) directors' orders against directors and/or officers of corporations, and 66 (108) third party demands to recover outstanding wages. Total wage adjustments amounted to $1,662,226.40 ($872,185.62).

Construction Activities

The branch received 384 (237) complaints under The Construction Industry Wages Act, representing 10.03% of all claims filed. Of these complaints, 214 (106) pertained to wages, 120 (63) to vacation pay, and 50 (21) related to general holiday pay. Heavy construction accounted for 78 (47) complaints.

Education Program

The branch education program involves officers attending workplaces, educational institutions, and other target group workshops to increase the public's awareness of their rights and responsibilities under the law.

During the fiscal year, 106 (100) presentations were made, with 2,501 (1,800) persons in attendance.

Payment Of Wages Fund

The Employment Standards Branch administers the Payment of Wages Fund established to protect wages owed to employees as a result of bankruptcies, receiverships and closures. Employees under provincial jurisdiction are covered up to a maximum of $1,200.00 in any calendar year.

Upon receipt of a complaint for unpaid wages The Employment Standards Branch attempts to collect the wages from the employer on the employee's behalf. The branch issues a payment of wages order, and can follow up with legal action if required. If recovery cannot be made within a reasonable period of time, the fund is used to ensure payment of employees as quickly as possible.

Table 1

Payment of Wages Fund Activity Summary

April 1, 1990 to March 31, 1991

(1989/90 Fiscal Year figures in Brackets)

	Number of Employers	Number of Employees	Amount Paid	Amount Recovered
Bankruptcies	60 (41)	303 (366)	$177,739.00 ($318,370.83)	$10,119.18 ($239,027.36)
Receiverships	14 (10)	110 (88)	$49,006.07 ($36,277.99)	$41,119.17 ($13,559.95)
Closures	71 (64)	270 (343)	$153,643.20 ($205,269.79)	$32,487.49 ($19,827.24)
Businesses Still Operating	44 (60)	57 (122)	$33,632.17 ($69,156.93)	$21,844.59 ($38,976.52)
TOTAL	189 (175)	740 (919)	$414,020.44 ($629,075.54)	$105,570.43 ($311,391.07)

Table 2:

3(c) Employment Standards

Expenditures by Sub-Appropriation	Actual 1990/91 $	SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	1,369,700	36.39	1,386,300	(16,600)	
OTHER EXPENDITURES	205,100		139,800	65,300	1
PAYMENT OF WAGES FUND	396,000		570,000	(174,000)	2
TOTAL EXPENDITURES	1,970,800	36.39	2,096,100	(125,300)	

Explanation Notes:

1. *The increase is largely due to the reorganization and subsequent renovations of the office facilities, and also due to additional advertising of the Construction Industry Wage Schedules and legislative changes.*
2. *Actual expenditures were lower due to an unanticipated delay of a major payout of approximately $150,000. regarding an appeal to the Manitoba Labour Board.*

Labour Adjustment Unit

The mandate of the **Labour Adjustment Unit** is to assist Manitoba employers and workers in dealing with problems that arise from actual or threatened layoff or closure situations.

To this end, the Unit is responsible for the delivery of two programs: the Labour Adjustment Program and the Program for Older Worker Adjustment (POWA).

Labour Adjustment Program:

The principal objective of the Labour Adjustment Program is to accelerate the transition to employment of dislocated workers experiencing difficulty in finding new jobs. Prevention of a layoff or closure is the first option considered. Through the joint labour-management adjustment committee structure used by the program, many services can be delivered which would otherwise not be available to laid off workers.

The Labour Adjustment Program coordinates the provincial government's response across departments. In most circumstances, the Industrial Adjustment Service, a federal government program, co-sponsors and co-facilitates the adjustment process. The costs of establishing a joint labour-management committee are normally cost-shared among the employer, federal government and provincial government by 50%, 25% and 25% respectively.

Activities commonly undertaken by the joint committee may include:

- surveys of workers to determine current skills and services required;
- assistance with preparation for the job search;
- workshops on early retirement;
- special studies related to a company's specific labour adjustment problems;
- information on training opportunities and community services;
- financial assistance with retraining through the Canadian Jobs Strategy or the Labour Adjustment Program.

In addition to delivery of the Program, staff are also involved in other on-going activities which include:

- participation in interdepartmental and federal-provincial initiatives to deal with labour market adjustment on behalf of the department;
- development of programming options and preventative measures as required to deal with major adjustment situations;
- assisting companies, unions and industry-wide associations with reemployment and retraining of workers affected by labour market adjustment and structural change.

Program for Older Worker Adjustment (POWA):

POWA is designed to help long-service older workers who have little prospect for reemployment following a major permanent layoff. The program provides financial assistance to eligible older workers who are between the ages of 55 and 64 at the time of layoff.

The Canada-Manitoba POWA agreement was signed December 23, 1989. Program costs are to be paid 70% by the federal government and 30% by the provincial government. POWA is unique in that eligibility of specific layoffs and of the individual workers are determined jointly by Canada and Manitoba and payment of benefits is then tendered out to insurance companies in the private sector.

POWA has a two-tier eligibility process. Layoffs are assessed on a case-by-case basis and, once approved, older workers are then considered for individual eligibility. In 1990–91, seven layoffs in Manitoba were approved under POWA with a total of 75 older workers who were eligible for benefits.

In 1990–91 for those workers who had no other source of income, benefits ranged from a minimum of $679.00 to a maximum $1,165.00 per month. On average each eligible worker will receive $38,500 over the duration of this agreement.

Table 1

Labour Adjustment Unit Activity Summary[1]

	1990/91
Number of signed adjustment agreements	31
Number of workers registered and received adjustment services	1,842
Number of workers received Trainig Incentive Fund sponsorship	268

Explanation Notes:

1. *In fiscal year 1989/90 the Labour Adjustment Program was split between the Department of Labour and the Department of Education and Training. Statistics for fiscal year 1989/90 were not reflective of the actual activities of the Labour Adjustment Unit, therefore have not been displayed for this report.*

Table 2:

3(d) Labour Adjustment

Expenditures by Sub-Appropriation	Actual 1990/91 $	Estimate 1990/91 SY	Estimate 1990/91 $	Variance Over(Under)	Expl. No.
TOTAL SALARIES	228,100	5.00	218,200	9,900	
OTHER EXPENDITURES	117,900		35,100	82,800	1
— Grants	300,400		383,500	(83,100)	2
— Program for Older Worker Adjustment	869,400		1,000,000	(130,600)	3
Total Other Expenditures	1,287,700		1,418,600	(130,900)	
TOTAL EXPENDITURES	1,515,800	5.00	1,636,800	(121,000)	

Explanation Notes:

1. *Overexpenditure in this area is largely attributable to special projects to develop and produce support materials (videos, manuals, handbooks) and to purchase equipment utilized by adjustment committees.*
2. *Underexpenditure due to carry over to 1991/92 fiscal year being larger than originally anticipated.*
3. *The 1990/91 estimate includes $1,000,000 allocated from the Canada-Manitoba Enabling Vote XXVI(f).*

Department of Labour

Reconciliation Statement

DETAILS	1990/91 ESTIMATES
1990/91 MAIN ESTIMATES	$16,077,200
ALLOCATION OF FUNDS FROM:	
— Canada-Manitoba Enabling Vote	1,000,000
— Decentralization	31,000
1990/91 ESTIMATE	$17,108,200

Department of Manitoba Labour

Expenditure Summary

for fiscal year ended March 31, 1991

with comparative figures for the previous fiscal year.

Estimate 1990/91	Appropriation	Actual 1990/91	Actual 1989/90	Increase (Decrease)	Expl. No.
	11-1 Administration and Finance				
$ 20,600	a) Minister's Salary	$ 20,600	$ 20,500	$ 100	
	b) Executive Support	344,700	334,700	10,000	
359,700	(1) Salaries	80,700	77,300	3,400	
78,700	(2) Other Expenditures	4,500	6,500	(2,000)	
6,500	Grants				
	c) Management Services	1,152,500	1,074,400	78,100	
1,137,700	(1) Salaries	148,300	164,200	(15,900)	
150,300	(2) Other Expenditures				
$ 1,753,500	Total 11-1	$ 1,751,300	$ 1,677,600	$ 73,700	
	11-2 Labour				
	a) Division Administration	$ 124,400	$ 147,900	$ (23,500)	
$ 144,400	(1) Salaries	27,600	28,900	(1,300)	
24,200	(2) Other Expenditures				
	b) Mechanical & Engineering	1,410,400	1,396,200	14,200	
1,470,300	(1) Salaries	306,200	388,400	(82,200)	1
289,300	(2) Other Expenditures				
	c) Fire Prevention	1,710,400	1,554,800	155,600	
1,707,000	(1) Salaries	820,100	757,600	62,500	
719,700	(2) Other Expenditures	68,500	20,500	48,000	2
91,000	Grants				
	(3) Engineering & Technical Services	417,100	398,900	18,200	
391,000	a. Salaries	46,500	40,400	6,100	
41,100	b. Other Expenditures				
	d) Conciliation & Mediation Services	364,900	331,600	33,300	
364,300	(1) Salaries	65,000	54,900	10,100	
47,100	(2) Other Expenditures				
	e) Pension Commission	261,700	231,900	29,800	
252,800	(1) Salaries	41,700	56,000	(14,300)	3
58,800	(2) Other Expenditures				

Department of Manitoba Labour

Expenditure Summary (Continued)

for fiscal year ended March 31, 1991

with comparative figures for the previous fiscal year.

Estimate 1990/91	Appropriation	Actual 1990/91	Actual 1989/90	Increase (Decrease)	Expl. No.
	f) Pay Equity Bureau				
$ 173,500	(1) Salaries	$ 181,400	$ 151,400	$ 30,000	
94,000	(2) Other Expenditures	64,700	53,400	11,300	
	g) Apprenticeship & Training				
965,400	(1) Salaries	924,400	906,300	18,100	
128,700	(2) Other Expenditures	139,900	214,000	(74,100)	4
	h) Manitoba Labour Board				
475,800	(1) Salaries	467,600	436,500	31,100	
219,100	(2) Other Expenditures	213,500	217,400	(3,900)	
$ 7,657,500	Total 11-2	$ 7,656,000	$ 7,387,000	$ 269,000	
	11-3 Workplace and Worker Services				
	a) Workplace Safety & Health				
$ 2,809,900	(1) Salaries	$ 2,693,000	$ 2,516,500	$ 176,500	
724,700	(2) Other Expenditures	791,500	731,700	59,800	
	b) Worker Advisor Office				
378,200	(1) Salaries	371,500	368,200	3,300	
51,500	(2) Other Expenditures	68,000	80,900	(12,900)	
	c) Employment Standards				
1,386,300	(1) Salaries	1,369,700	1,328,200	41,500	
139,800	(2) Other Expenditures	205,100	142,400	62,700	5
570,000	(3) Payment of Wages Fund	396,000	394,600	1,400	
	d) Labour Adjustment Unit				
218,200	(1) Salaries	228,100	215,200	12,900	
35,100	(2) Other Expenditures	117,900	209,300	(91,400)	6
383,500	Grants	300,400	183,100	117,300	7
1,000,000	(3) Older Worker Adjustment	869,400	1,372,300	(502,900)	8
$ 7,697,200	Total 11-3	$ 7,410,600	$ 7,542,400	$ 131,800	
$ 17,108,200	TOTAL EXPENDITURES	$ 16,817,900	$ 16,607,000	$ 210,900	

Explanation Notes:

1. *In 1989/90, the expenditures of the Mechanical & Engineering Branch were higher than normal as the branch moved the Welder Testing Centre into a new location and additional costs were incurred for equipment for the new facility. As well, the branch paid the fees for Consultants who undertook a review of the department. Additional costs were also incurred to acquire code books from the American Society of Mechanical Engineers. In 1990/91, the branch did not incur such expenditures.*
2. *A new grants program to provide financial incentives for Mutual Aid districts to provide training for their own fire fighters was established on a pilot basis late in 1989/90 in two Mutual Aid Districts. In 1990/91, the program was extended to nine Mutual Aid Districts in total.*
3. *Actual expenditures in 1990/91 were lower than in 1989/90 due to the deferral of planned minor capital acquisitions to 1991/92.*
4. *Actual expenditures in 1990/91 were lower than in 1989/90 due to the fact that expenditures in 1989/90 included approximately $34.0 for the Apprenticeship and the Acts program (a non-recurring item) and also due to general expenditure restraint exercised in 1990/91 within the Apprenticeship program.*
5. *Actual expenditures in 1990/91 were higher than in 1989/90 due to the additional expenditure of $30.0 for construction and related costs arising from branch reorganization as well as the additional costs incurred in advertising changes in construction industry wage schedules, the minimum wage regulation, and in legislation relating to maternity/paternity leave.*
6. *The decrease in operating expenditures from 1989/90 to 1990/91 reflects the fact that significant non-recurring costs were incurred in 1989/90 in the development and production of educational and promotional materials and in the acquisition of computer equipment for program administration. Similar expenditures were not required in 1990/91.*
7. *For much of the 1988/89 fiscal year, the Labour Adjustment Program was under review with very few program commitments being carried over into the 1989/90 fiscal year. The increased expenditure level for grants in the 1990/91 reporting year, reflects a normal fiscal year for this program.*
8. *Actual expenditures in 1990/91 were lower than in 1989/90 due to the fact that more employees were involved in payouts under the Canada Packers POWA project which was cashflowed in 1989/90 than in the several smaller POWA projects for which funds were flowed in 1990/91.*

Department of Labour

Revenue Summary by Source

for fiscal year ended March 31, 1991
with comparative figures for the previous fiscal year.

Actual 1989-1990	Actual 1990-1991	Increase (Decrease)	Source	Actual 1990-1991	Estimate 1990-1991	Variance	Expl. No.
			Current Operating Programs				
			1. Other Revenue:				
$ 1,721,000	$ 2,025,300	$ 304,300	(a) Permits & Licences	$ 2,025,300	$ 1,718,500	$ 306,800	1
5,730,500	6,351,200	620,700	(b) Sundry	6,351,200	6,496,900	(145,700)	2
$ 7,451,500	$ 8,376,500	$ 925,000	Sub-Total	$ 8,376,500	$ 8,215,400	$ 161,100	
			1. Government of Canada:				
$ 52,300	$ 65,100	$ 12,800	(a) Boilers and Elevator Inspections	$ 65,100	$ 60,000	$ 5,100	
70,000	95,000	25,000	(b) Flin Flon Inspection Agreement	95,000	95,000	0	
13,000	0	(13,000)	(c) Industrial Training Fire Protection	—	10,000	(10,000)	
$ 135,300	$ 160,100	$ 24,800	Sub-Total	$ 160,100	$ 165,000	$ (4,900)	
$ 7,586,800	$ 8,536,600	$ 949,800	**TOTAL REVENUE**	$ 8,536,600	$ 8,380,400	$ 156,200	

Explanatory Comments Regarding Revenue Increases (Decreases) and Variances:

1. *Permits and Licences – $304,300 increase over 1989/90 Actual – $306,800 increase over 1990/91 Estimates. The increases were due to: an increase in revenue from building permits issued; hairdressers licences renewal fees were received in 1990/91 rather than in 1989/90 as had been anticipated; revenues from pension registrations and annual fees exceeded projections for 1990/91; revenues from Apprenticeship registrations/applications exceeded projections due to receipt of a large number of applications from hairdressers and barbers for TQA certification.*
2. *Sundry – $620,700 increase over 1989/90 Actual. Revenues increased due to increased recoveries from the Fires Prevention Fund, reflecting increased expenditures of the Fire Commissioner's Office.*

Department of Labour

Five Year Expenditure and Staffing Summary by Appropriation

for years ending March 31, 1987 — March 31, 1991

Appropriation	Actual/*Adjusted Expenditures ($000) 1986-87 SY	1986-87 $	1987-88 SY	1987-88 $	1988-89 SY	1988-89 $	1989-90 SY	1989-90 $	1990-91 SY	1990-91 $
11-1 Administration and Finance	39.16	1,394.2	38.16	1,449.9	35.16	1,460.9	42.00	1,677.6	42.00	1,751.3
11-2 Labour	191.50	7,968.8	194.32	8,492.9	193.06	9,149.8	150.03	7,387.0	151.03	7,656.0
11-3 Workplace and Worker Services	—	—	—	—	87.14	3,701.2	119,31	7,542.4	119.31	7,410.6
11-4 Expenditures related to Capital	—	40.4	—	—	—	—	—	—	—	—
TOTAL	231.14	9,403.4	232.48	9,942.8	315.36	14,311.9	311.34	16.607.0	312.34	16,817.9

**Adjusted figues reflect historical data on a comparable basis in those appropriations affected by a reorganization during the years under review.*

Notes:

1. *Prior to April 1, 1989, the Workplace and Worker Services programs were included within the Department of Environment and Workplace Safety and Health.*
2. *After 1986/87, the funds for Expenditures Related to Capital were incorporated into the Labour Division appropriation as part of current operating expenditures.*
3. *The 1989/90 figures have been adjusted to reflect departmental reorganization which occurred in April 1990.*

Appendices

Appendix A

Mechanical and Engineering Branch

The branch administers six separate Acts and their associated regulations namely:

The Amusement Act (Part II) and Regulations

The Electricians' Licences Act and Regulations

The Elevator Act and Regulations

The Gas and Oil Burner Act and Regulation

The Power Engineers Act and Regulation

The Steam and Pressure Plants Act and Regulation

The Administration Section of the branch provides technical assistance in organizing and coordinating the overall workload. Staff development, budget preparation and purchasing are also functions of the administration section.

Administration consists of the director, an administrative officer, 2 supervisors, 3 administrative secretaries, 4 clerks, 1 receptionist, a technical development officer, and a chief of engineering and technical services.

Inspections Under The Steam and Pressure Plants Act and Regulations and Power Engineers Act and Regulations. (See Tables 1, 2, 3)

Each boiler and refrigeration plant is inspected annually and the condition reported to the owner for corrective actions. The licences of the operators are checked to make sure they are current and of the correct class.

Pressure vessels are inspected biennially.

Pressure vessels and nuclear components are inspected in the manufacturing shops to ensure conformance with the applicable design codes and quality control standards.

Pressure welders are tested to ensure they are capable of performing the welding on sites as required by the code and they are licensed as such if they pass the tests.

Inspections under The Elevator Act and Regulations. (See Table 4)

This program includes inspection of existing elevators, design approval and installation inspection of all new elevators and elevating devices.

All elevator companies are aware of our safety inspection progrm and the codes used to assure safety. The maintenance program is thus monitored and the minimum level of safety assured, irrespective of the nature of the maintenance contract between the owner and the elevator company. The inspection program is accident preventive in nature. If not for this inspection program the machinery might only be looked at after breakdown or accident.

Inspections under The Gas and Oil Burner Act and Regulations. (See Tables 5, 6, 7, 8)

This program consists of inspection and approval of gas and oil fired equipment that are not certified and labelled for use by Underwriters Laboratory of Canada (ULC) or Canadian Gas Association (CGA). It also includes issuing of permits for gas and oil burning equipment installations, as well as those for bulk propane and anhydrous ammonia facilities. Safety inspections are carried out on work performed by gas and oil fitters to make sure they meet the safety standards.

Inspections under The Electricians' Licence Act and Regulation. (See Tables 9, 10)

The major responsibilities of this inspection program under The Electricians' Licence Act include the inspection and labelling of electrical equipment that is not certified by the Canadian Standards Association; and the monitoring of electricians doing electrical work to ensure that public safety standards are maintained all the time.

Licencing of Tradespersons under The Power Engineers Act, The Gas and Oil Burner Act, The Electricians' Licence Act, and their associated regulations. (See Tables 11, 12, 13)

An examiner administers the examinations for all licences issued under various Acts. He sets out the exams and serves as a member of the curriculum committee for Power Engineers' Licences.

The examiner is also required to work closely with the community colleges in the province and liaise with the Apprenticeship and Training Branch of Manitoba Labour.

The licences help to ensure that standards of work are met. Licences are renewed annually with the exception of electricians which are renewed every four years.

Inspections of amusement rides under The Amusement Act (Part II) and Regulation. (See Table 14)

This inspection program ensures that the carnival rides in the province are set up, maintained and operated properly.

Table 1

Number of Inspections and Certificates Issued Under The Steam and Pressure Plants Act

(1989/90 Fiscal Year Figures in Brackets)

Type of Equipment	NUMBER OF INSPECTIONS				
	Existing[1] Installations	New[2] Installations	Shop[3] Inspections	Total	Number of[4] Certificates Issued
Boilers	6,288 (6,492)	341 (320)	— (3)	6,629 (6,815)	5,993 (6,064)
Unfired Pressure Vessels	3,995[5] (8,952)	828 (393)	353 (381)	5,176 (9,726)	2,617 (2,248)
Refrigeration Plants	455 (465)	17 (26)	— —	472 (491)	419 (472)
Nuclear Equipment	— (—)	— (—)	— (16)	— (16)[6]	— (—)
Medical Gas	— (—)	— (4)	— (—)	— (4)	— (—)
TOTAL	10,738 (15,909)	1,186 (739)	353 (384)	12,277 (17,052)	9,029 (8,784)

Explanation Notes:

1. *This includes inspections of anhydrous ammonia portable vessels, stationary vessels, plant equipment and truck equipment.*
2. *This includes inspections of anhydrous ammonia portable vessels, stationary vessels, plant equipment and truck equipment.*
3. *These inspections were on the premises of the manufacturers at the time of fabrication and includes the inspections of prefabricated pressure piping.*
4. *Certificates are issued each year in respect of all boilers and refrigeration plants and once every two years in respect of unfired pressure vessels. More than one inspection may not coincide with the number of certificates issued.*
5. *Pressure vessels under 10 cu. ft. are no longer inspected as a result of a change in legislation.*
6. *The only company in Manitoba manufacturing nuclear equipment ceased its operations in that area.*

Table 2

Welders Tested and Licences Issued Under The Steam and Pressure Plants Act

	1989/90	1990/91
Number of Applicants	679	600
Number Passing	555	487
Number Failing	124	113
Number of Licences Issued	555	487
Unrestricted Licence[1]	361	444
Company Licence[2]	194	156

Explanation Notes:

1. *Entitles holder to perform work on boilers and pressure vessels throughout Manitoba.*
2. *Valid only for work performed on boiler and pressure vessels in the Plant concerned.*

Table 3

Number of Designs Examined and Registered Under The Steam and Pressure Plants Act[1]

	1989/90	1990/91
Unfired Pressure Vessels	248	226
Propane or Ammonia Vessels	8	1
Nuclear Vessels	—	—
Boilers	53	23
Heat Exchangers	26	43
Welding Procedures	44	28
Valves and Fittings	46	80
Medical Gas Piping	28	1
Anhydrous Ammonia Facilities	4	3
Refrigeration Plants	34	—
Revisions to Registered Designs	9	10
Elevators	114	96
Propane Facilities	56	35
Miscellaneous	6	—
TOTAL	676	546

Explanation Note:

1. *An Affidavit of Manufacturer is required for every Boiler and Pressure Vessel installed in Manitoba. In the time period under review, 992 such affidavits were processed compared to 1,173 in 1989/90.*

Table 4

Permits Issued, Inspections Made and Elevator Plans Surveyed Under The Elevator Act

April 1, 1990 to March 31, 1991
(1989/90 Fiscal Year Figures in Brackets)

Type of Elevator	Permits Issued	Number of Inspections	Number of New Elevators Approved for Service
Passenger Elevators	1,113 (990)	1,190[1] (643)	52 (74)
Freight Elevators	379 (392)	439 (312)	5 (6)
Escalators	105 (77)	123 (66)	2 (0)
Dumbwaiters	104 (98)	98 (45)	3 (7)
Hand Powered Elevators	5 (5)	6 (1)	0 (1)
Man Lifts	14 (18)	20 (1)	1 (0)
Manhoists	0 (0)	0 (0)	0 (0)
Ski Lifts	12 (36)	25 (41)	0 (0)
Handi-cap Elevators	0 (0)	13 (9)	13 (3)
TOTAL	1,732 (1,616)	1,914 (1,118)	76 (91)

Explanation Note:

1. *The elevator inspection program operates on a 1, 2 or 3 year rotation resulting in a higher than average number of inspections on a periodic basis.*

Table 5

Inspections Under The Gas and Oil Burner Act

Type of Installation	Number of Inspections 1989/90	1990/91
Domestic Gas Appliances	540	1,017[1]
Commercial and Industrial Gas Equipment	2,358	2,638
Domestic Oil Appliances	32	15
Commercial and Industrial Oil Equipment	38	37
Propane Equipment	1,287	1,327
Propane Storage and Filling Plants	542	449
Construction Heaters	529	472
Chimneys, Flues and Vents	105	154
Fire and Explosion Investigations	39	18
TOTAL	5,470	6,127

Explanation Note:

1. *The branch elected to concentrate on inspection of propane appliances. There is no utility to handle inspections as there is for natural gas.*

Table 6

Survey of Plans for Gas and Oil Installations Under The Gas and Oil Burner Act

April 1, 1990 to March 31, 1991

(1989/90 Fiscal Year Figures in Brackets)

Type of Equipment	Number of Plans Received	Approved	Rejected
Gas Equipment	1,498 (1,498)	1,440 (1,381)	58 (103)
Oil Equipment	17 (7)	15 (7)	2 (—)
TOTAL	1,515 (1,505)	1,455 (1,388)	60 (103)

Table 7

Issue of Permits to Install Gas and Oil-fired Equipment Under The Gas and Oil Burner Act

Type of Installation	Number of Permits Issued 1989/90	1990/91
Domestic Gas Appliances	21,015	19,728
Commercial and Industrial Gas Equipment	2,173	2,600
Domestic Oil Appliances	2	6
Commercial and Industrial Oil Equipment	22	12
TOTAL	23,212	22,346

Table 8

Inspections of Non-approved Gas and Oil-fired Equipment Under The Gas and Oil Burner Act[1]

Type of Equipment	Number of Inspections 1989/90	1990/91
Gas-Fired Equipment	920	508[2]
Oil-Fired Equipment	11	12
Chimneys	—	5
TOTAL	931	525

Explanation Notes:

1. *Equipment which is inspected and approved is labelled.*
2. *The amount of equipment inspected is based on demand from clients for special acceptance certificates.*

Table 9

Number of Inspections of Electrical Installations Under The Electricians' Licence Act

Type of Inspection	Number of Inspections 1989/90	1990/91
Fire and Explosion Investigations	39	4
TOTAL	39	4

Table 10

Inspections of Non C.S.A. Approved Electrical Equipment Under The Electricians' Licence Act

	1989/90	1990/91
Items Inspected and Labelled	6,309	4,198[1]
Items Rejected	371	374
TOTAL	6,680	4,572

Explanation Note:

1. The volume of items inspected and labelled is entirely dependant upon client requests.

Table 11

Number of Certificates Issued Under The Power Engineers Act

Class of Certificate	Number of Examinations Conducted		Number of Certificates Issued Including Renewals	
	1989/90	1990/91	1989/90	1989/91
1st Class	63	50	127	135
2nd Class	187	154	337	330
3rd Class	304	256	671	707
4th Class	248	211	917	905
5th Class	281	252	1,966	2,138
Steam Traction Engine Class	15	3	67	73
Refrigeration	60	31	357	362
TOTAL	1,158	1,057	4,442	4,650

Table 12

Licences Issued to Gas Fitters and Oil Burner Installers Under The Gas and Oil Burner Act

Class of Certificate	Number of Examinations Conducted		Number of Certificates Issued Including Renewals	
	1989/90	1990/91	1989/90	1989/91
Oil Burner Installers	8	17	269	253
Domestic Gas Fitters	49	70	1,188	1,219
Commercial and Industrial Gas Fitters	29	26	207	298
L.P. Gas Fitters	9	2	19	18
Special Gas Fitters	4	1	73	95
Utility Gas Fitters	—	—	172	170
TOTAL	99	116	1,928	2,053

Table 13

Number of Licences Issued Under The Electricians' Licence Act[1]

Class of Certificate	Number of Examinations Conducted		Number of Certificates Issued Including Renewals	
	1989/90	1990/91	1989/90	1989/91
Journeyman Electrician	8	16	372	99
Journeyman Power Electrician	—	—	39	3
Limited Construction Electrician	7	7	14	5
Limited Maintenance Electrician	9	11	11	9
Limited Appliance Repair Electrician	5	6	9	4
Limited Specialized Trade Electrician	67	41	113	25
Electronic Serviceman (Radio)	—	2	—	—
Electronic Serviceman (Radio and T.V.)	36	9	24	6
TOTAL	132	92	582	151

Explanation Note:

1. *Includes Journeyman Licences to apprentices who completed their apprenticeship. Electricians' Licences are issued on a four year basis. The next general renewal time for these licences will be in December, 1992.*

Table 14

Inspections of amusement rides and booths[1]

	1989/90	1990/91
Total Number of Inspections	336	354
Orders Issued for Remedial Action	354	270
Electrical Hazards	135	138
Mechanical Hazards	219	206
Number of Rides Condemned	—	—

Explanation Note:

1. *Inspections and re-inspections, where necessary, were made of amusement rides and booths operated during the year by 13 shows in 25 locations throughout the province.*

Appendix B

The Office of the Fire Commissioner

Manitoba recorded 32 fire fatalities and 293 fire related injuries in 5,950 fires during the 1990 calendar year. These fires resulted in $73,819,762 in property damage.

Table 1

Fire Losses

1986 – 1990

Year	Fires	$ Millions	Deaths	Injuries
1990	5,950	73.8	32	293
1989	5,807	57.2	22	257
1988	7,032	61.2	30	306
1987	6,032	50.4	26	296
1986	5,873	54.8	33	268

Eighteen men, 7 women and 7 children perished in 24 fires. This represents an increase of 10 deaths over the 22 reported in 1989. The number of male adults rose by 5, female adults rose by 4, and children rose by 1. Twenty-nine of the 32 fatalities occurred in residential occupancies. The presence of alcohol was a contributing factor in 6 or 19% of these fatalities.

The number of fires increased by 143 or 2.5% over 1989. The monetary loss depicts a more drastic increase of $16.6 million or 29% over the $57.2 million reported last year.

There were 24 fires which exceeded $500,000 in property damage, this has more than doubled the 11 reported in 1989. Although they account for less than 1/2 of one percent of all fires, they were responsible for $30.5 million or 41% of the total monetary loss; nearly triple the $10.2 million reported the previous year. Eleven of the fires were concluded as arson or suspected arson and caused $11.2 million in property damage. During 1989 there were 4 major losses totaling $4.8 million in property damage attributed to the same cause.

Twenty-three percent or 1,354 fires occurred in one and two family dwellings which resulted in $18.4 million in property damage. Apartments accounted for an additional 383 or 6% of fires and $4.1 million in property damage. These two residential categories accounted for 22 fatalities and 176 injuries, 29% of all fires and 31% of the total monetary loss throughout the province.

Fire Investigations

The Office of the Fire Commissioner investigates fires to determine origin and cause. Investigations are conducted into fires involving fatalities, serious injuries, major losses, arson and suspicious fires, as well as others where the origin and cause are in doubt. Fire investigations are usually requested by fire departments, the insurance industry, police authorities or various government agencies.

In continuing to assist officials to recognize where a more thorough investigation is required, the investigation section conducted 6 Fire Origin and Cause Awareness Seminars attended by 149 participants.

The branch investigated 325 fires. Police officials were involved in an additional 480 investigations to bring the total to 805 for 1990/91. Three hundred and fifty-four investigations were conducted in Winnipeg, 29 in other urban centers and 422 in rural Manitoba. Conclusions are listed in Table 2.

Table 2

Fire Investigation Conclusions

April 1, 1989 – March 31, 1991

Cause	1989/90 Number	1989/90 Percent	1990/91 Number	1990/91 Percent
Accidental	366	46%	356	44%
Incendiary, Vandalism or Undetermined Suspicious	231	29%	250	31%
Undetermined Believed Accidental	185	23%	193	24%
Still Under Investigation	15	2%	6	1%
TOTAL	797	100%	805	100%

Also during 1990/91, six Fire Cause Determination Level I courses were held and completed by 107 candidates. All members of the fire services staff have now successfully completed this program. Training was projected for 150 police and fire officers, however, the emphasis was changed in order that the fire services staff be provided with additional hands on experience with members of the investigation section. Selected fire services staff have also provided on call fire investigation services.

In January of 1991, a successful day meeting was held and attended by top level representatives from the police, fire service, insurance industry, legal counsel and staff of the office. The Fire Commissioner detailed the reorganization program as it affected fire investigations in Manitoba. Attendants indicated the meeting provided a clearer appreciation of fire investigation policies and procedures and concluded a further meeting in the fall of 1991 would be appreciated.

Fire Services Role

Fire services officers have begun to upgrade their training and expand their knowledge in order to take on their new role as generalists. Their duties as generalists will include the following:

Fire Inspections

Conduct fire safety inspections of all institu[illegible]nal occupancies, daycare facilities and senior citi[illegible] housing. They will also promote local fire services involvement in fire safety inspection of buildings not inspected by our office and provide assistance on request to the local authority in conducting an inspection.

Fire Investigations

Responsible to conduct preliminary fire investigations to determine origin and cause of a fire in their assigned area and where required the field officers will request assistance from the investigation section.

Training

Staff are to maintain an up-to-date inventory of training levels and needs of fire departments within their jurisdiction. They will promote the "Train the Trainer" concept to ensure that sufficient fire service instructors are trained within each Mutual Aid District. This in turn will assist the districts to efficiently utilize the on-going training incentive program. Fire service officers will facilitate and coordinate special training required in their area and on request provide training to interest groups or organization of fire safety. They are also responsible to provide instruction at the Fire College as well as assisting in course development and maintenance.

Mutual Aid

Officers are required to promote and encourage the continued operations of Mutual Aid Districts in their area by attending their meetings and assisting the coordinator in the operation of the district.

Emergency Response

Field officers are also responsible to respond to emergency situations on request of mutual aid coordinators or fire chiefs. These incidents may involve major fires, wildland fires which threaten nearby communities, dangerous goods incidents and others on request of the Fire Commissioner.

Table 3

Fire Service Activities

Activity	1989/90	1990/91
Inspections		
Fire Commissioners Office	453	324
Local Fire Prevention Officers	811	922
TOTAL	1,264	1,246
Training Sessions Held		
Fire Commissioners Office	120	80
Mutual Aid Districts	3	13
TOTAL	123	93
Number of People Trained		
Fire Commissioners Office	1,998	1,090
Mutual Aide Districts	64	291
TOTAL	2,062	1,381
Emergency Response	N/A	17

During 1990/91, 800 high risk fire inspections were anticipated to be completed by Fire Commissioner's office staff. The 1246 fire inspections performed were conducted by Fire Commissioner's office staff and local fire prevention officers.

The Fire Commissioner's office program of supporting the mutual aid system's need for training is being met by the Financial Training Incentive Program started in 1989/90 (see Mutual Aid Districts further in this report). The Fire Commissioner's office is having success in shifting the focus of the provision of training programs away from solely being provided by Fire Commissioner's office staff, to the "Train the Trainer" program which promotes training of local fire/emergency response personnel by locally trained trainers. An increase from 64 to 291 locally trained volunteers has been achieved in the first full year of the Financial Training Incentive Program. As the table indicates, this has allowed our Fire Commissioner's office staff to embark on a program of cross-training that will result in their being better able to serve the overall needs of the Mutual Aid Districts.

Public Education

1990/91 was a busy period in the public education section. Much effort was devoted to gaining the support of Manitoba's fire service with regard to the implementation of public fire safety programs. The results were overwhelming. Manitoba's fire service is certainly dedicated to reducing loss of life and property due to fire by increasing public awareness.

The first Nero and Ashcan Fire Safety Education Kit on Matches and Lighters was delivered to fire chiefs throughout the province. Thanks to the participation of many fire department personnel, children from preschool and kindergarten are being taught to "Be Cool With Fire"! As well, the Office of the Fire Commissioner, with the advice of the Public Education Advisory Committee, has begun production on Nero and Ashcan's second education kit. The program is entitled Home Fire Safety Safari Program.

The office also participated in other public safety information strategies. A media and brochure campaign regarding wild fire was implemented in Spring 1990. Seasonal messages and public safety updates concerning various fire hazards were distributed on a regular basis to all fire departments. Two editions of "Burning Issues", a news publication from the office were also published.

The Office of the Fire Commissioner has continued to stock the National Fire Protection Association's fire safety brochures and has also expanded the public education video library at the Manitoba Fire College. NFPA's Learn Not To Burn Program was also approved for implementation into Manitoba by the Public Education Advisory Committee and the Manitoba Association of Fire Chiefs. The program will be phased in over the next three years.

Boards and Committees

In 1990 the Building Standards Board and Fire Advisory Committee, and their related subcommittees made recommendations and commented on proposed changes for the 1990 National Building Code, National Fire Code, and National Plumbing Code. These form the major components of the Manitoba Building Code, Manitoba Fire Code and Manitoba Plumbing Code, which reflect amendments to the National Codes, to account for local Manitoba conditions.

The proposed amendments to the 1991 Manitoba Fire Code will include requirements for the certification of service agencies of portable fire extinguishers, and requirements for the safe operation, inspection and record keeping pertaining to chimneys and heating systems. The proposed 1991 Manitoba Building Code will cover requirements to restrict the infiltration of soil gas (radon) in new residential construction.

The Fire Advisory Committee through a subcommittee continued work on revising the regulation pertaining to centrally monitored fire alarm systems and fire alarm monitoring agencies. This report was completed in early 1991.

The report of the Automatic Sprinkler System Task Group has been received and accepted in principal by the Building Standards Board. The report of the Automatic Sprinkler System Task Group has been forwarded to the Fire Commissioner, for the staff's development of proposed amendments to the 1991 Manitoba Building Code.

Mutual Aid Districts

Manitoba currently has 17 Mutual Aid Districts in place. This system is based on prearranged reciprocal agreements between municipalities, to help and support one another when confronted with major emergencies. Mutual Aid provides both direct assistance responding to an emergency and backup protection to the remainder of the municipalities in the event that another emergency should arise. Assistance is supplied in various forms; additional fire fighting equipment, specialized rescue equipment or additional personnel.

The Office of the Fire Commissioner has embarked on Phase II of an incentive program to assist these districts to become more self sufficient. Through a multi-year planning process, access to the Fires Prevention Fund has started in order to provide additional support to each Mutual Aid District.

1. **Fire Training Financial Incentive**

   Grant payments are made to Mutual Aid Districts for direct delivery of pre-authorized training to fire emergency personnel. Districts are eligible for up to $10,000 during a fiscal year and payments are based on the number of graduating candidates. Nine districts registered to participate during the 1990/91 fiscal year. This has allowed numerous volunteer firefighters to further their training in emergency response resulting in a more capable response in their communities and a greater margin of personal safety for the individuals.

MUTUAL AID DISTRICTS	GRADUATES
Antler River	10
Boyne River	40
Grand Valley	43
Lake Winnipegosis	32
North East	40
North Interlake	25
Oak Lake	4
Riding Mountain	40
Swan River Valley	57
TOTAL	291

2. **Training Video Tapes**

Instructional video tapes are supplied to support training within each district.

Fire Fighting Practices Level I	Boyne River North East Riding Mountain Swan River Valley Winnipegosis
Fire Fighting Practices Level II	Antler River Oak Lake

3. **Emergency Communications**

Effective communications is a critical element in the competent response to emergency services. Programmable radio sets and portable fax machines are being provided to districts. This equipment has been centrally located within the district for quick deployment to emergency situations.

Radios	North East North Interlake Winnipegosis	Fax	Eastman Riding Mountain

4. **Breathing Air Compressors**

The installation of breathing air compressors in mutual aid districts provides rural fire departments with a convenient and affordable way to recharge fire fighting breathing apparatus tanks. During 1990/91 two new compressors have been installed in the Grande Valley and South Interlake. The original compressors in these districts were refurbished and then installed in the North East and Pembina Valley districts.

Appendix C

Conciliation and Mediation Services Branch

During the report year, April 1, 1990 to March 31, 1991, there were 8 work stoppages involving 108 bargaining units and 9,965 bargaining unit workers. These work stoppages accounted for 156,496 lost working days. The number of work stoppages were only up from 6 last year to 8 this year, however, the number of lost working days increased from 2,749 last year to 156,496 this year. The increase is largely due to the nurses strike that accounted for 141,210 lost working days.

In the reporting year 652 bargaining units representing 67,467 organized workers party to a collective agreement came up for negotiations.

Provincial conciliation officers were active in 226 assignments which included 190 bargaining units and 41,622 Organized Employees. Of this total, 190 assignments came under The Labour Relations Act and 36 under The Public Schools Act. The Manitoba Labour Board imposed 9 collective bargaining agreements under first contract legislation.

There were 216 grievance mediation cases during the reporting year, 202 of which were expedited with a strict time frame for disposition and 14 cases which were of a joint and voluntary request with a more flexible time frame. Of the total of 216 cases, 156 were resolved prior to arbitration.

The introduction of grievance mediation/arbitration in 1985, has enhanced and broadened the work of the branch over the period. Conciliation and Mediation Services continue to seek every avenue to improve and promote good relations between labour and management.

Table 1

Statistics Relating to Conciliation and Mediation Services Under The Labour Relations Act

	1989/90	1990/91
Assignments carried over from previous year	79	62
Assignments received during the reporting year[1]	122	128
Total Assignments in process during reporting year	201	190
Assignments disposed of during the reporting year		
(a) Settled in conciliation without work stoppage	140	137
(b) Settled following work stoppage[2]	6	8
(c) Conciliation suspended	0	0
(d) Referred to M.L.B. for first colective agreement[3]	9	9
	155	154
Assignments being processed at end of reporting year	46	36
Percentage of assignments finalized without work stoppages	96%	95%
Total Number of employees involved	17,474	31,072

Explanation Notes:

1. *Due to central table and multiple employer bargaining, the number of requests for conciliation are sometimes exceeded by the number of bargaining units in conciliation. This often results in the additional units requiring individual attention.*
2. *There were 6 strikes, and 2 lockouts and no strikes carried over into the next reporting year.*
3. *The Manitoba Labour Board imposed nine (9) first collective bargaining agreements.*

Table 2

Statistics Relating to Conciliation and Mediation Services Under The Public Schools Act

	1989/90	1990/91
Assignments carried over from previous year	1	0
Assignments received during the reporting year	0	36
Total assignments being processed during reporting year	1	36
Assignments disposed of during reporting year:		
(a) Settled in conciliation	1	32
(b) Referred to arbitration	0	4
(c) Assignment being processed at end of reporting year	0	0
Percentage of assignments settled prior to compulsory arbitration	100%	95%
Number of teachers affected	25	10,550

Table 3

Number of Work Stoppages, Workers Involved and Working Days Lost by Industry

Industry	Number of Work Stoppages		Estimated Number Workers Involved		Estimated Number of Working Days Lost	
	1989/90	1990/91	1989/90	1990/91	1989/90	1990/91
Service	4	4	123	9,883	2,239	154,485[1]
Trade	1	1	14	11	42	594
Construction	1	0	78	0	468	0
Manufacturing	0	3	0	71	0	1,417[2]
TOTAL	6	8	215	9,965	2,749	156,496

Explanation Notes:

1. *The 1990/91 figures indicate a dramatic increase in workers involved in a work stoppage and the working days lost due to a province wide strike by the Manitoba Nurses Union.*
2. *The number of working days lost to work stoppages in manufacturing is high when compared to the number of work stoppages. The length of the stoppages contributes to this.*

Table 4

Number of work stoppages, workers involved and work days lost by year 1981-1991

Year	Number of Work Stoppages	Estimated Number Workers Involved	Estimated Number of Working Days Lost
1981-82	31	5,142	172,505
1982-83	9	544	23,257
1983-84	4	245	2,567
1984-85	11	1,982	62,859
1985-86	21	1,736	32,624
1986-87	14	1,329	22,388
1987-88	9	2,761	75,910
1988-89	11	1,352	54,178
1989-90	6	215	2,749
1990-91	8	9,965	156,496

Table 5

Grievance Mediation

April 1, 1990 to March 31, 1991

	1989/90	1990/91
Under Section 130(8) (Expedited):[1]		
Total cases assigned	168	202
Cases settled by Grievance Mediator	126	149
Cases not settled by Grievance Mediator	34	51
Proceeded directly to Arbitration	5	1
Awaiting Mediation	0	1
% Settlement Achieved	75%	75%
Grievance Pertained Principally to:		
Dismissal	21	21
Suspension	19	18
Reprimand	15	12
Harassment	5	8
Job Classifications	14	15
Seniority	5	5
Wages	34	37
Hours of Work	11	24
Vacation	5	9
Leaves of Absence	2	2
Lay-off	3	9
Work Assignment	6	10
Use of Non-Union Personnel	7	3
Job Posting	9	11
Work Environment	1	3
Contract Interpretation	5	2
Duty Fair Representation	2	8
Benefits	1	3
Sick	3	2
Under Section 129(1) (Joint):[2]		
Total cases assigned	111	14[3]
Cases settled by Grievance Mediator	109	7
Cases Not Settled	0	3
Awaiting Mediation	2	4
% Settlement Achieved	98.2%	70%

Explanation Notes:

1. *For expedited arbitration of a grievance the Manitoba Labour board requests that the Minister of Labour appoint a grievance mediator to resolve the dispute before an arbitration hearing is held.*
2. *The parties to a collective agreement may apply jointly to the Minister of Labour for mediation to assist them in resolving difficult grievances.*
3. *In the 1989/90 reporting year the total cases assigned and settled by grievance mediator were unusually high due to a major work stoppage that resulted in 99 separate grievances.*

Table 6

Grievance Pertained Principally to:

	1989/90	1990/91
Under Section 130(8) (Expedited):[1]		
Wages	3	2
Hours of Work	100	4[1]
Suspension	4	2
Job Posting	1	1
Job Classification	1	2
Sick Time	—	1
Reprimand	—	1
Work Assignment	—	1

Explanation Note:

1. A major work stoppage in 1989/90 resulted in 99 grievances, all of which were based on hours of work.

Appendix D

Pay Equity Bureau

Accomplishments and Activities

The Pay Equity Bureau has provided support and technical assistance to entities required by The Pay Equity Act to implement pay equity and those implementing on a voluntary basis.

A) Legislated Entities

1. The Manitoba Civil Service

   The Manitoba Civil Service and its principal union, the Manitoba Government Employees' Association, reached agreement on pay equity wage adjustments within the legislated timeframe and the first twelve month period of adjustments commenced on September 26, 1987.

During the 1990–91 fiscal year, the fourth 12 month period of pay equity adjustments came into effect for the approximately 5,000 civil servants, 92% female and 8% male, receiving pay equity adjustments. The adjustments have been phased-in over a period of four years at a cost of 3.3% of straight-time payroll. The final phase of the pay equity adjustments took effect September 22, 1990, at which time the portion of the gender wage gap identified in 1987 as due to gender discrimination in pay practices was eliminated.

2. Crown Corporations and Universities

   Twenty Crown corporations completed pay equity negotiations and reached agreement within the legislated timeframe of September 30, 1988. Where negotiated, pay equity wage adjustments followed and during the 1990/91 fiscal year, these entities were in the third 12 month period of pay equity adjustments.

   For the 9 Crown corporations where gender-based inequities were identified, approximately 4,325 employees or 27% of the workforce, 3,069 of whom are women or 71% of the female workforce are receiving pay equity adjustments.

   The overall average percentage pay equity adjustment to the hourly wage rate per employee was $1.68. The overall average total payroll cost for the 9 Crowns implementing pay equity was 1.97%. The length of time for phasing-in the pay equity adjustments in the Crowns ranges from one to four years, depending on the agreements negotiated by the parties.

   All of the four universities in Manitoba are in their third year of pay equity adjustments. Approximately 1,950 employees or 26% of the workforce, 1,721 of whom are women representing 52% of the female workforce in the 4 universities are receiving pay equity adjustments. The overall average hourly pay equity adjustment to the hourly wage rate per employee was $2.01. The average total payroll cost for the 4 universities was 2.33%. The length of time for phasing-in the pay equity adjustments is in the range of three to four years.

   More detailed information on pay equity implementation in the Crown corporations and universities was published in the spring of 1991. These reports are: Pay Equity Implementation in Manitoba Crown Corporations; Pay Equity Implementation in Manitoba Universities; and Pay Equity Implementation in Manitoba Crown Corporations and Universities: Executive Summary.

3. Health Care Facilities

   The 23 health care facilities, their 9 unions and 2 non-unionized employee representatives chose to negotiate pay equity on an industry-wide basis. These parties were not able to reach agreement on the final step of the pay equity process, orderly implementation of the pay equity adjustments. In the case of such an impasse, The Pay Equity Act provides for referral to the Manitoba Labour Board. The unions referred the case to the Labour Board.

   In accordance with The Pay Equity Act, the acting director of the Pay Equity Bureau prepared a report which was filed as evidence in the proceedings of the Manitoba Labour Board.

   In January, 1990, the Manitoba Labour Board ruled in favour of the employers' position. The union representatives have filed for a judicial review of this decision at the Provincial Court of Queen's Bench.

   In the interim, an agreement between the employers of the 23 facilities and the Manitoba Council of Health Care Unions (MCHCU), representing unionized employees, and representatives of non-unionized employees regarding pay equity wage adjustments was reached on July 13, 1990.

   About 12,000 full-time equivalent positions are receiving pay equity adjustments This includes approximately 7,100 nursing positions, and 4.700 support positions, including dietary, housekeeping, nursing and laundry aides and child care workers.

   According to this agreement, employees working in female job classes which are entitled to pay equity adjustments received the higher wage rates commencing the first pay period after August 1, 1990. The increase in rates of approximately $0.40 per hour per class is composed of year 1 and year 2 adjustments. Manitoba Health Organizations, Inc. (MHO), rep-

resenting the employers, decided to implement wage adjustments for year 3 and eligible employees' salaries were adjusted to reflect the third year of the phase-in prior to December 31, 1990. As well, former employees who worked during the period from October 1988 through to August 1990 in female classes which are entitled to pay equity adjustments had until February 1, 1991 to claim these adjustments.

B) Technical Information and Advisory Services

In keeping with its mandate to promote the principles and practices of pay equity to employers, bargaining agents and the general public, the Pay Equity Bureau distributed approximately 500 information kits, which included an updated brochure, "Pay Equity in Manitoba". In addition, the Pay Equity Bureau distributed the latest edition of its newsletter to approximately 4,000 readers. The Pay Equity Bureau published Booklet 4: Pay Equity as a Negotiated Process which will form part of the bureau's technical series of booklets on pay equity implementation. The Pay Equity Bureau also published the following 3 reports as part of the implementation series: Pay Equity Implementation in Manitoba Crown Corporations; Pay Equity Implementation in Manitoba Universities; and Pay Equity Implementation in Manitoba Crown Corporations and Universities: Executive Summary.

The Pay Equity Bureau also handled requests for technical advice and assistance from several other provincial governments currently implementing pay equity legislation.

C) Policy and Program Initiatives

Prior to proceeding with new pay equity initiatives, the government of Manitoba announced that, following an assessment of the current progress of the government's pay equity program, it would continue the process of leading by example by extending pay equity further in the public sector and that consultations would continue with school boards to establish a timetable for extending pay equity to that sector.

As a result, a consultation process initiated in November 1988 involved key employer and employee representatives in the school divisions, municipalities, health care facilities not included in the Act, the private sector, as well as key women's organizations.

The purpose of the consultations was to discuss the major issues involved in developing workable implementation models for the sectors not covered by the Act.

As a result of the consultative process, on December 13, 1990, the Ministers of Education and Training and Labour jointly announced the government's initiative regarding the extension of pay equity to school divisions. All school division representatives and bargaining agents were invited to the meeting.

This initiative applies to: a) the public school divisions/remote school districts (including the South Winnipeg Technical Centre); and b) the non-teaching employees in those divisions/districts.

The initiative consists of:

1. "A Policy Framework for the Implementation of Pay Equity for NonTeaching Employees in Manitoba School Divisions" which was developed by the Pay Equity Bureau in consultation with Education and Training to guide school divisions that choose to implement pay equity.

The policy framework includes a suggested timeframe:

Education Period	January – June 1991
Negotiation and Evaluation	July 1991 – June 1993
Wage Adjustments	July 1993 up to June 2000

2. 50–50 cost-sharing of pay equity wage adjustment costs between the province and the division—contingent upon the division following the guidelines in the policy framework.
3. Provincial funding of a pay equity officer and a Job Evaluation System (J.E.S.) both of which will be centrally available to all divisions. However, funding of the central job evaluation system is contingent upon employer and employee representatives in school divisions agreeing on that system.

   Conversely, a school division can choose to have its own officer and/or to select a different JES, but it must absorb any resulting costs. If a school division chooses this approach, it would still be eligible for wage adjustment funding as long as it follows the framework.
4. The assistance of the Pay Equity Bureau staff to provide educational materials, workshops and technical assistance for the parties.

On February 11 and 12, 1991 the bureau held separate meetings with employer and employee representatives, respectively. The purpose of the meetings was to discuss a process for the parties to jointly select a central job evaluation system and a provincial pay equity officer.

Also, at the request of employee representatives, the bureau scheduled a second meeting for March 7, 1991. The parties representing employers and employees then agreed to a joint eight person labour/management selection committee to meet on June 5, 1991.

During March, 1991, the Bureau staff held six regional information meetings, across the province on the government's pay equity initiative for school divisions. All school divisions and employee representatives were invited to attend.

Appendix E

Apprenticeship and Training Branch

The branch administers their programs under the following three acts and their accompanying regulations:

1. Apprenticeship and Trades Qualification Act
2. Barbers Act
3. Hairdressers Act

To administer these Acts and regulations the branch has:

Administration Section
Program Development Section
Field Operations section

The Administration Section of the branch provides the day to day supports to the operation of the branch including registrations, data entry of apprentices' information, school calls, all correspondence, filing, purchasing and reception.

The Program Development Section of the branch coordinates the development and ongoing validation of curricula and examinations in conjunction with industry representatives to ensure that the training received by apprentices meets the changing needs of industry. As a result of changing technology and industrial requirements, a new curriculum development process was undertaken to include industry and education expert. A focus upon updating curricula will be the 1991/92 direction. This will require further test and examination review and change.

This section is also responsible for the promotion of apprenticeship to career symposiums, schools, special training groups, business and industry groups and associations and does presentations to laid-off workers due to plant closures and staff reductions under agreement with the Provincial Labour Adjustment Program. Piloting, implementation and evaluation of special projects designed to assist individuals, and groups to obtain their certification as journeypersons, is part of this function. The Program Development section participates in the Interprovincial (Red Seal) Program which includes developing and validating Interprovincial exams. Validating National Occupational Trade Analysis and Monographs for Canada Immigration and Industrial Adjustment Services, Canada Employment and Immigration are related activities.

To meet industry requirements and the mandate of the Act, three (3) Apprenticeship Board meetings, 18 Trade Advisory Committee (T.A.C.) meetings and 69 T.A.C. sub-committee meetings were held. Sub-committee members are industry representatives who volunteer their time to work on curricula, examination development, validation and special issue review then report to specific Trade Advisory Committees.

Six (6) other meetings were held with industry representatives exploring the benefits of trade designations. The branch presently has 14 trades being researched for further designation discussions which will require on-going discussions with industry.

Articulation of programs has been designed to help individuals who have not been able to enter directly into apprenticeship in Manitoba such as youth, immigrants, natives, women, etc. Support mechanisms have been developed to identify their requirements in order for them to be successfully integrated into the programs. The results of these pilot programs will be evaluated early in the 1991/92 year.

As a follow-up from The Women, Trades and the 1990's Contest, two (2) posters and accompanying brochures were developed with special emphasis upon two specific populations: 1) teens; 2) re-entry or career changing women.

The Field Operations Section of the branch monitors and reports on the progression of the apprentices throughout their apprenticeship. Follow up on concerns and requests from employers and apprentices and promotion of apprenticeship to new and existing employers falls under Field Services. (Apprentices Served – Table 4)

Emphasis has continued to be placed upon encouraging employers to participate in program development. Their involvement in the establishment of training curricula, both on-the-job and in-school and their identification of appropriate revisions, ensures continuity with the latest trends and technological changes occurring in industry. Importance has also been placed on the need for employers to train apprentices to meet the potential skill shortage resulting from changing demographics and an aging trades population.

Table 1

Trades Currently Designated for Certification in Manitoba

Aircraft Mechanic	
Automotive Machinist	
Baker	
Boilermaker	
Bricklayer	
Building Construction Crane Operator	
Cabinetmaker	
Carpenter	
Construction Electrician	
Consumer Electronic Technician	**New Trade Designation – 1990/91**
Cook	
Drywall Mechanic	
Electric Motor Winder	
Esthetician	**New Trade Designation – 1990/91**
Glazer	
Hairstylist	**New Trade Designation – 1990/91**
Heating, Ventilating and Air Conditioning Testing and Balancing Technician	
Heavy Duty Equipment Mechanic	
Industrial Electrician	
Industrial Instrument Mechanic	
Industrial Mechanic	
Industrial Welder	
Interior Systems Mechanic	
Landscape Technician	
Lather	
Machinist	
Miner	
Mold and Pattern Maker	
Motor Vehicle Body Repairer	
Motor Vehicle Body Repairer (Paint)	
Motor Vehicle Mechanic	
Painter and Decorator	
Parts Person	
Plumber	
Power Electrician	
Refrigeration and Air Conditioning Mechanic	
Roofer	
Sheet Metal Worker	
Sheeters, Deckers and Cladders	
Sprinkler and Fire Protection Installer	
Steamfitter	
Steel Fabricator	
Tool and Die Maker	

Table 2

1988 – 1991 Statistical Comparison Summary

Description of Output	Apr. 1 - Mar.31 1988-89	Apr. 1 - Mar. 31 1989-90	Apr. 1 - Mar.31 1990-91
1. Apprenticeship Registrations	884	916	999
2. Apprenticeship Completions	527	508	546
3. Active at year end	3,311	3,208	3,374
5. City of Winnipeg Apprentices	1,821	1,764	1,607
6. Remainder of Province Apprentices	1,490	1,444	1,776
7. Women in Apprenticeship	45	41	58
8. Apprentices Attending Technical School	2,850	3,202	3,378
9. Examinations of Tradespersons (TQA)	275	286	327
10. Apprentices Examined Final Level	614	580	674
11. Level Testing	1,133	1,159	1,375T
12. Examinations Conducted Under The Hairdresser Act (theory & practical)	1,324	1,235	768[1]
13. Examinations Conducted Under The Barbers Act (theory & practical)	28	26	28

Explanation Note:

1. *A significant change has occurred in the number of students tested in the last fiscal year due to*
   (a) the closing of 3 training schools
   (b) the amalgamation of 2 other schools
   (c) the drop in enrollment in both urban and rural training institutions
   (d) the requirement for current candidates to upgrade their skills after 2 examination attempts. Previous candidates applied on a continual basis.

Table 3

Examination Report
The Hairdressers Act
The Barbers Act

April 1, 1990 to March 31, 1991

Location	Theory Examinations	Scheduled Applicants	Tested Applicants	Passes
Hairdressers				
Winnipeg	31	265	237	174
Brandon	9	38	38	38
The Pas	1	5	5	5
Thompson	2	7	7	7
Swan River	1	11	11	11
Dauphin	4	7	7	6
Portage la Prairie	0	0	0	0
Total	48	333	305	241
Beauty Treatment				
Winnipeg	9	22	22	20
Manicuring				
Winnipeg	9	41	41	40
Barbering				
Winnipeg	3	14	14	10
Theory Totals	69	410	382	311

Practical Examinations:

Location	Theory Examinations	Scheduled Applicants	Tested Applicants	Passes
Hairdresser				
Winnipeg	15	275	225	116
Brandon	4	84	61	34
The Pas	2	19	11	8
Thompson	1	13	9	5
Swan River	1	13	12	2
Dauphin	1	10	8	4
Portage la Prairie	1	10	10	0
Beauty Treatment				
Winnipeg	5	31	29	19
Manicuring				
Winnipeg	7	37	35	27
Barbering				
Winnipeg	2	20	17	6
Practical Totals	39	512	417	221

Table 4

Apprenticeship and Training

1985 – 1991 Statistical Comparison

Hairdressing and Barbering Licences

	1985-87	1986-88	1987-89	1988-90	1989-91	1991
Licenses Issued Under The Hairdressers Act		6,954		6,180		5,250
Licenses Issued Under The Barbers Act	689		700[1]		306[2]	6

Explanation Notes:

1. *Includes 343 licenses which were still in process when the 1989/90 Annual Report figures were reported.*
2. *Current trends to unisex shops and the designation of the hairstylist trade (see Table 2) has produced a dramatic drop in the number of barber licenses being issued. In addition during the 1989/90 reporting year the only barber school in the province was closed.*

Appendix F

Field Inspection and Education Services Branch

The **Field Inspection and Education Services Branch** is composed of the Inspection Unit, the Industrial Hygiene Unit and the Education Coordination Unit, functioning with multi-disciplinary, sector-based teams. The branch serves a clientele of approximately 400,000 workers and employers in Manitoba, representing 40,000 workplaces.

Inspection Unit

Services Include:

1. Compliance Inspection Activities

   Field inspection activities include enforcement of legislation through routine inspection, as well as investigations of fatalities, accidents, right to refuse, and complaints. The unit also provides a 24-hour emergency response service.

2. Safety and Health Committee/Representative Formation & Development

   Safety and health officers ensure the formation of Committees/Representatives at workplaces as required by the Act. As well, they provide on-going training and assistance to committees as needed.

3. Legal Activities

   Safety and health officers prepare detailed reports to be used in non-compliance and fatality inquests.

4. Client Training

   The unit offers certificate training to employers/workers on topics such as blasting. Regularly scheduled training programs are delivered by safety and health officers to safety and health committees and worker representatives.

5. Decentralization

   Effective September 1990, the Beausejour, Stonewall and Ste. Anne Regional Offices were established, each staffed with one safety and health officer.

Table 1

Inspection Unit Summary

	1987/88	1988/89	1989/90	1990/91
Inspections	5216	3631	4404	3613
Investigations[1]				
Complaints	910	407	248	451
Accidents	182	187	306	350
Fatalities	9	10	12	11
Improvement Orders	4260	3878	3476	3135
Stop Work Warnings	74	118	61	25
Stop Work Orders	135	122	106	50
Prosecutions (Completed Cases)	25	19	20	20
Training and Education Sessions	655	1230	1007	580[2]
Emergency Response	—	27	53	18
Right to Refuse (Branch Involvement)	—	—	5	3
Client Consultation (Internal/External)	—	453	1043	2268[3]

Explanation Notes:

1. *The rise in investigations of complaints and accidents indicates a shift from generalized inspections to those focussed on specific client concerns and incidents.*
2. *In 1988, the Workplace Hazardous Materials Information System Regulation and the Workplace Health Hazard Regulation were passed, resulting in the need for specific training. This specific need has decreased. Ongoing training continues to be provided for safety and health committees.*
3. *A significant increase in the number of client consultations demonstrates the results of a more effective recording system implemented to track direct consultations with clients.*

Safety and health officers provided increased inspections/consultations to support the implementation of the Workplace Hazardous Materials Information System, the Workplace Health Hazard Regulation, and the Hearing Conservation and Noise Control Regulation in the construction sector. The unique circumstances of this sector (varied work locations, short term projects, etc.) necessitated support to effectively implement these regulations. Increased attention was also given to fall protection in the roofing industry where a need for clarification of guidelines and standards was identified.

The inspection unit officers provide input and review of Guidelines and WorkSafe Bulletins developed and published by the Education Coordination Unit for distribution to workplaces.

This unit is responsible for:

Twenty-four safety and health officers in 6 teams in Winnipeg and 5 district offices in Brandon, The Pas, Beausejour, Stonewall and Ste. Anne; and 2 administrative secretaries.

Industrial Hygiene Unit

Services Include:

1. Risk Assessment Compliance
   The industrial hygiene activity includes recognizing and evaluating workers' exposure to gases, vapours, fumes, mists, dusts and hazardous physical agents. Industrial hygienists perform risk assessment with respect to chemical and physical agents principally in the following areas;
   - Chemical exposure
   - Noise
   - Radiation
   - Environmental conditions, such as heat and cold stress
2. Hazard Communication
   Hygienists are involved in the development of WorkSafe bulletins, for example the "Labelling of Hazardous Wastes" and "Video Display Terminals" bulletins and other documents to advise employers and workers of hazards.
3. Education
   Industrial hygienists participate in the development and delivery of workplace health educational programs so as to assist employers, workers and safety and health committees in identifying and eliminating hazards.
4. Structure
   During the time period of this report, industrial hygienists were individually assigned to the Inspection Unit teams. They were responsible for ensuring implementation of health related worker protection activities in their workplace sector.
5. Emergency Response
   Industrial hygienists participate in the branch's 24-hour emergency response service.
6. Federal Inspector Designation
   Industrial hygienists are also designated as federal inspectors under The Hazardous Products Act (Canada) for purposes of enforcement of the Controlled Products portion of that Act and Regulations (WHMIS).

Table 2

Industrial Hygiene Activity Summary

	1987/88	1988/89	1989/90	1990/91
Industrial Hygiene Surveys Conducted	241	283	158	153
Emergency Response	—	—	25	39
Client Consultation (Internal/External)	—	—	311	638
Federal W.H.M.I.S.	—	—	14	13

Education Coordination Unit

Services include:

1. Publication Coordination

   The unit, in consultation with the Public Education Development Branch, develops and coordinates publication of quarterly WorkSafe newsletter, Guidelines and WorkSafe Bulletins on various specific occupational safety and health issues on an ongoing basis. Guidelines published included "Work In Hot Environments", "Industrial Steel Storage Racks" and "Excavations".

2. External Client Training

   The unit coordinates the development and delivery of material support for regularly-scheduled safety and health committee training programs. Several specific presentations have been developed in response to clients' requests on a variety of subject areas including Acquired Immunity Deficiency Syndrome (A.I.D.S.) and Workplace Hazardous Materials Information System (W.H.M.I.S). A joint project with Apprenticeship and Training Branch has been initiated to include safety and health training in apprenticeship programs.

3. Professional Development

   Professional development of staff is coordinated by the unit to ensure continual upgrading of staff knowledge regarding technical and legal information in the field of workplace safety and health.

4. Resource/Audio-Visual Library

   The unit develops and maintains a collection of specialized print and audio-visual resources to be used by the public and by staff. In May 1990, after an extensive reorganization and restructuring process, the print resource library was reopened with a specialized collection of books, periodicals, (both national and international), vertical files and U.S. and Canadian documents dealing with all aspects of workplace safety and health.

5. Prosecutions

   The unit acts as official liaison with Crown Counsel, ensuring that required documentation and reports are coordinated for prosecutions arising from non-compliance with the Act.

6. Agricultural Program

   The agricultural safety and health program provides public education and print support to farm communities regarding farm safety, particularly as it relates to children.

Table 3

Education Coordination Unit Activity Summary

	1989/90	1990/91
Existing safety and health bulletins revised	10	5
New safety and health bulletins developed	10	13
Guidelines developed or revised	9	6
WorkSafe issues published	—	4
Education sessions	200	193
Inventory of Audio-visuals (number of videos and films available for loan to general public)	—	229
Audio-visual library circulation (number of loans to clients)	1,000	1,080
Clients reached by education session	5,000	4,825
Resource library circulation (number of client reference queries	—	237
Resource library loans	—	516
Circulation or printed program support material	66,000	68,000
Prosecutions	20	20

Appendix G

Mines Inspection Branch

The major activities of the branch are listed below. With the regional structure of the branch, field staff are likely to be involved in all activities, with specialized expertise available as required.

Mines Inspection Branch Activities

1. Workplace Inspections

   Site inspections of all mining operations were conducted on a regular basis for the purpose of compliance with the pertinent legislation and safe practices. Inspections of underground and surface operations, pits and quarries, diamond drilling sites, oil extraction operations and inactive mines are carried out.

2. Environmental Surveys

   Surveys of environmental contaminants and physical agents which could impact on the health of workers as well as audits of monitoring programs conducted by mine operators were conducted. All mines inspectors are equipped to conduct preliminary investigations and determinations in this area.

3. Incident Investigations

   Investigation of incidents, complaints and special investigations to determine the cause and remedial measures to prevent recurrence are conducted by all field staff. Regulations require that these be reported.

4. Mine Rescue

   Maintenance of mine rescue facilities, equipment and training of crews is supervised by the mine rescue instructor to ensure that sufficient highly trained and well equipped mine rescue personnel are available to react to emergencies. At year end, 125 mine rescue persons were active at 8 stations located in all underground mining areas. There were three underground emergencies requiring the use of mine rescue crews with 42 workers.

5. Engineering Assessments

   Engineering assessments and pre-development reviews are carried out as required by the regulations, to ensure adherence to legislation, good practices and to forestall potential problems. Problems may arise from the installation of an explosive magazine or diesel unit underground to an elaborate fueling system or new mining method. The reviews typically involve both technical and engineering expertise of the branch.

6. Training and Education

   Training has three aspects; training of staff in consultation skills, in training instruction and promotion of safety and health awareness to mine workers and operators. Client training is based on a recognized need or specific request.

7. Administration

   The administrative area is designed to support field activities and the operation of the central office in Winnipeg and four district offices at Thompson, Snow Lake, Flin Flon and Brandon.

Table 1

Mines Inspection Branch Activity Summary

	1987/88	1988/89	1989/90	1990/91
Inspections	1527	1144	760	791[1]
Investigations				
Incidents	60	126	123	93
Complaints	36	44	75	60
Fatalities	2	4	2	1
Improvement Orders	1076	1003	595	514
Stop Work Orders	9	19	17	11
Environmental Surveys	150	26	29	121[2]
Training and Education Sessions	103	112	72	67[3]

Explanation Notes:

1. *Reduction in mining activity has resulted in fewer pit and quarry inspections.*
2. *Environmental engineer on acting director status for the period 1988-1990.*
3. *Reduction in new mine development.*